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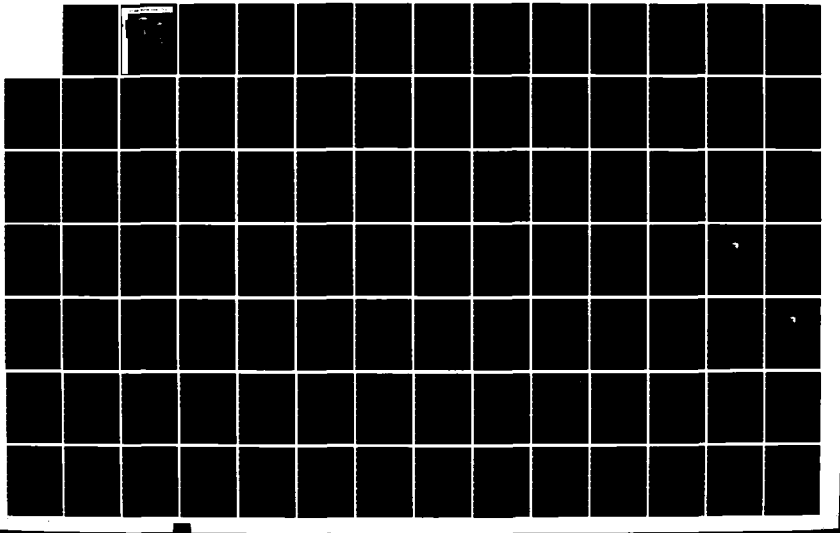

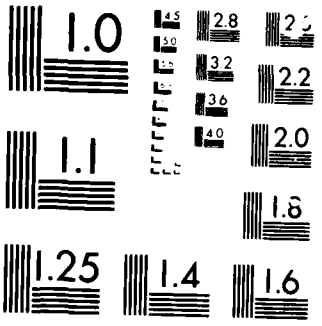

MICROCOPY RESOLUTION TEST CHART

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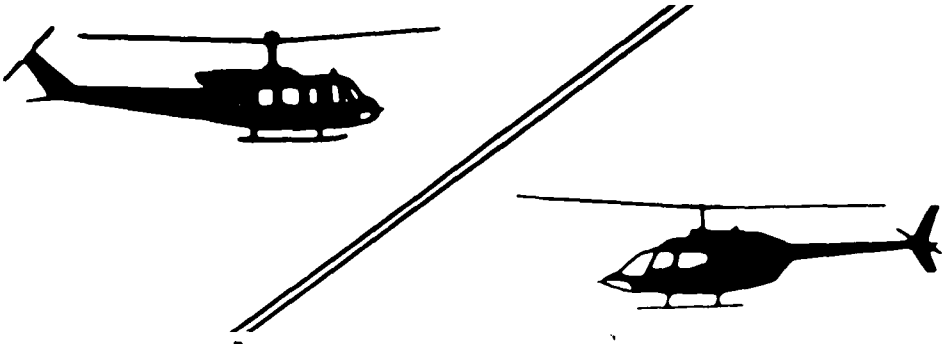
WE STRIVE FOR EXCELLENCE



FLIGHT OPERATIONS COORDINATOR COURSE (71P) EVALUATION

DIRECTORATE OF EVALUATION AND STANDARDIZATION
FORT RUCKER, ALABAMA

DES 82-6

NOVEMBER 1982

FLIGHT OPERATIONS COORDINATOR

COURSE (71P) EVALUATION

Shelby M. Godwin

Directorate of Evaluation and Standardization
United States Army Aviation Center
Fort Rucker, Alabama 36362

November 1982

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SECURITY CLASSIFICATION OF THIS PAGE *(When Data Entered)*

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Tasks, Training Objectives, Standards, Outlines, GO/NO-GO, Scorable Units, Scores, Graduates, Failures, Eliminations, Downtime, Absent Time, Critiques, Examinations, Skill Qualification Test (SQT), Aviation Center Training Analysis and Assistance Team (ACTAAT), POI, Soldier's Manual, Commander's Manual, Job Book, TEC, ACCP.

20. ABSTRACT *(Continue on reverse side if necessary and identify by block number)*

1. BACKGROUND: The Flight Operations Coordinator Course is designed to provide enlisted personnel with a working knowledge of scheduling and coordinating aircraft flights and related administrative support functions. Seven weeks are scheduled; however, training is self-paced and completion times vary.

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2. PURPOSE: The POI was revised according to Instructional Systems Development procedures in Jun 79. This evaluation was initiated to determine if the course as presently designed and conducted is providing students with necessary knowledge and skills to meet objectives in a satisfactory manner.

3. MAJOR FINDINGS:

a. Systematic development procedures have been followed throughout all phases.

b. No major deficiencies were noted; however, discrepancies were found in these areas:

(1) Inconsistencies between tasks in the POI and manuals.

(2) Inconsistencies between examinations and outlines.

(3) Some tasks not tested and others not adequately tested as stated in the objectives.

(4) Standards not clearly defined for scorable units.

(5) Inconsistencies between grades in student folders and printouts maintained by Academic Records.

(6) Oral explanations of errors on examinations allowed as retake scores.

c. SQT results show satisfactory proficiency. Flight records was the weakest area; this was supported by ACTAAT reports.

d. The Training Extension Course and Army Correspondence Course programs are well managed.

e. Overall, the course is adequate for attainment of stated objectives.

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ACKNOWLEDGEMENT

This evaluation was conducted by the Internal Instructional Systems Evaluation Branch, Evaluation Division, Directorate of Evaluation and Standardization of the United States Army Aviation Center. Personnel who directed and conducted this evaluation included Colonel James W. Lloyd, Director of Evaluation and Standardization; Lieutenant Colonel Jerome W. Tastad, Commander, Evaluation Division; Captain(P) David A. Herald, Chief, Internal Instructional Systems Evaluation Branch; and Mrs. Shelby Godwin (Project Officer), Internal Instructional Systems Evaluation Branch.

ABSTRACT

1. The Flight Operations Coordinator Course is designed to provide enlisted personnel with a working knowledge of scheduling and coordinating aircraft flights and related administrative support functions. Seven weeks are scheduled for the course; however, since it is self-paced, completion times often vary considerably. Students may also complete the training through correspondence.

2. The Program of Instruction (POI) for training flight operations coordinators was revised as stipulated in TRADOC Pamphlet 350-30, Interservice Procedures for Instructional Systems Development, and the revised course was implemented in June 79. It has not been formally evaluated since implementation. This evaluation was initiated to determine if the course as presently designed and conducted is providing students with necessary knowledge and skills to meet the objectives in a satisfactory manner.

3. The evaluation produced the following major conclusions:

a. Systematic development procedures have been followed throughout the various phases. The POI was revised in August 1982. Training materials and examinations are currently being revised to align with it.

b. Critiques from previous students reviewed showed no particular problem areas that warrant further investigation. The majority of numerical ratings were average or above. Most written comments were complimentary. Five adverse comments were made concerning GI parties at the 41st Company which lasted until 2400 or 0100 hours. The need for these late hours should be reassessed.

c. Comments related to the Flight Operations Coordinator Course taken from reports of the Aviation Center Training Analysis and Assistance Team (ACTAAT) are included in this report at Annex E. The area mentioned most often was that graduates were weak in their knowledge of flight records.

d. The 71P Section is presently assigned one less instructor than authorized by the TDA and many of the grade levels are below that authorized; however, no staffing problems were found to exist.

e. Students progress through the various phases at their own pace and must successfully complete each phase before progressing to the next. Records show that students are counseled after failures as prescribed by USAAVNC Reg 350-15, Criterion Tests, and that written authorization for retakes is maintained in the records. Records showed that no student had been allowed more than three retakes of an examination.

f. Instructors in some instances issue an immediate retake score of GO if the student gives a satisfactory oral explanation of his mistakes. Provision for this is not given in USAAVNC Reg 350-15, and students should instead be administered an approved alternate version of the examination for retake score.

g. Department policy concerning maximum training time allowed for completion is not well defined and documented. There is a positive correlation between the maximum training time used and the number of examinations failed, so records relating to counseling and examination retakes do provide some documentation of time utilization. Training times of students included in this study showed a variance from [illegible] hours (graduate) to 355.8 hours (eliminated student), or 253.5 hours. Although these students represent the two extremes, this does indicate the need for more positive control of the time factor and elimination procedures, as well as more stringent entry prerequisites, to maximize training cost effectiveness.

h. Tasks selected for training are identical in the Soldier's Manuals, Commander's Manuals, and Job Books. Comparison of these tasks, together with those found in the Soldier's Manual of Common Tasks, with the POI shows several discrepancies. Most of these are NBC tasks found in the Soldier's Manual of Common Tasks. Overall, the POI is consistent with the manuals and conforms to TRADOC Reg 351-7.

i. Material contained in programmed texts and student handouts adequately covers training objectives for the tasks. No conflicts were noted between subject matter content in handouts and the manuals.

j. Several discrepancies exist between examinations, outlines, and answer keys, specifically:

(1) Examinations that do not have outlines

(2) Inconsistencies between examinations and outlines

(3) Examinations that do not adequately test tasks as stated in objectives

(4) Standards not clearly defined for scorable units

(5) Different versions of an examination bearing the same version and date identification

It was noted during the conduct of this evaluation that staff members are aware of these problems and that revisions are being made to improve the examinations.

k. Grade report printouts maintained by Academic Records, AG, do not agree with data recorded in individual student folders maintained by ATC Div, DOTD. Discrepancies between the two records were found to be so numerous as to render the printouts worthless for evaluation purposes. Reasons for the discrepancies were not determined during this study. ATC Div personnel should work with Automation Management Office Personnel to resolve these problems in order to provide meaningful student performance data to Academic Records.

l. Confusion exists concerning the Wolfpit portion of training as to whether or not Communications Equipment Training (Wolfpit) should be included under Operations Wolfpit, since these two blocks total 22 hours in the POI, and only two days are actually devoted to the exercise. Communications Equipment Training is included in the objective for Operations Wolfpit. The examination for this training, EA1o, has not been administered during the past year. The POI training scope

for this examination covers Communications Equipment Training only; no provision is made for evaluating the remaining Wolfpit training, including NBC Operations. A standardized method of evaluating all the training should be established so that students receive a P/F or GO-CO report for critical grade.

a. Of the total [illegible] students included in this evaluation, 91.4% graduated and the remaining 8.6% were eliminated. The majority (61.9%) of those [illegible] for academic deficiency.

b. The majority of students (89.2%) required less than POI programmed time to complete [illegible]. Overall completion time was 182.3 average hours, or [illegible] the 192 hours programmed.

c. [illegible] overtime and absent time were considerably higher for eliminated students than for graduates.

d. Examinations with the highest failure rates for both graduates and eliminated students were EA6, EA8, EA17, and EA12.

e. Overall P/F results for all skill levels were very respectable, with [illegible] a mean of 73.6. This indicates that graduates [illegible] proficiency in the field. Lowest scores were in [illegible] (1st records). This was supported also by comments [illegible].

f. The [illegible] Resident Course and Army Correspondence Course Program are conscientiously developed and well managed by personnel of DTD. Materials are [illegible] as required and revisions are made as soon as practical to insure [illegible].

g. RECOMMENDATION:

(1) [illegible] number of positions at 1st Company to determine if their [illegible] should be lowered, thereby allowing more time to [illegible].

b. Review instructional materials and methods used in teaching flight records to determine if improvements could be made which would increase students' proficiency in this area. (DOTD and DTD share)

c. Discontinue the practice of allowing oral explanations of mistakes made on examinations to constitute a retake of that examination. (DOTD)

d. Develop a firm policy concerning maximum training time allowance, and maintain written records in student folders to document excess time authorizations. (DOTD)

e. Insure that tasks selected for training are consistent between the POI, student handouts, Soldier's Manual, Soldier's Manual of Common Tasks, Commander's Manual, and Job Book, and that conditions and standards are uniform throughout. (DTD)

f. Insure that all examinations have current outlines with clearly defined scorable units that accurately reflect examination items and that the items adequately test tasks as stated in the objectives. (DOTD with assistance from DTD)

g. Insure that all examinations bear the correct date and version identification. (DOTD with assistance from DTD)

h. Determine the reasons for discrepancies between grades in individual student folders, ATC Division, and printouts maintained by Academic Records and resolve the differences in order to establish meaningful student performance data. (DOTD)

i. Review the Wolfpit portion of training to insure that the POI accurately reflects and tests all tasks that are taught during this exercise. (DTD and DOTD share)

j. Prepare a summary of criterion test analysis as prescribed in para 5f of USAAVNC Reg 350-15 as soon as sufficient student performance data has accumulated. (DOTD)

. SUMMARY: Overall observations made during this evaluation show that the course is adequate for attainment of the stated objectives. Instructors and staff personnel contacted were cooperative, and appeared conscientious and committed in their efforts to provide quality instruction. No major deficiencies were noted; however, improvements are needed in many areas, as specified in this report, to eliminate inconsistencies and to insure maximum training cost effectiveness.

1. INTRODUCTION:

a. Background: The Flight Operations Coordinator Course is designed to provide enlisted personnel with a working knowledge of scheduling and coordinating aircraft flights and related administrative support functions. Seven weeks are scheduled for the course; however, since it is self-paced, completion times often vary considerably. Students may also complete the training through correspondence.

b. Purpose: The Program of Instruction (POI) for training flight operations coordinators was revised as stipulated in TRADOC Pamphlet 350-30, Interservice Procedures for Instructional Systems Development, and the revised course was implemented in Jun 79. It has not been formally evaluated since implementation. This evaluation was initiated to determine if the course as presently designed and conducted is providing students with necessary knowledge and skills to meet the objectives in a satisfactory manner.

2. EVALUATION:

OBJECTIVES: Review course development documentation, training materials, instruction, and student achievement to determine if the course was systematically developed and implemented and if training materials and instruction are adequate to accomplish objectives established for its students.

DISCUSSION: In Aug 82, the POI was revised to align with Soldier's Manual, Trainer's Guide, and Job Book, dated Oct 81, which were fielded in Mar 82. Since student handout materials and examinations have not yet been revised to conform to the new POI, that reviewed during this evaluation conforms to the previous POI dated Aug 80, which is based on Soldier's Manual, Commander's Manual, and Job Book dated Sep 79. Training hours for the Aug 80 POI are shown at Annex A; training hours for the Aug 82 POI are shown at Annex B. The most recent task analysis and design documentation was reviewed, upon which the 83 Soldier's Manual,

Trainer's Guide, and Job Book will be based. Due to the time involved between selecting tasks, developing the POI, constructing supporting training materials, and collecting data on student performance, it was not practical to track the Instructional Systems Development (ISD) procedures through all phases for one particular set of tasks. In reviewing data, tasks were matched with the appropriate Soldier's Manual, Trainer's Guide, Job Book, student handouts, examinations, etc., to insure consistency throughout. Dates of publications are referenced frequently in this report so that proper alignment may be maintained.

METHODOLOGY: (1) Review development documentation to determine if the course was systematically developed and implemented.

(2) Review student critique ratings and comments to see if any particular areas presented problems that should be investigated.

(3) Review the Aviation Center Training Analysis and Assistance Team (ACTAAT) Reports for trends/problems.

(4) Review TDA authorization and assignment to determine if instructor staffing is adequate.

(5) Review instructional materials to determine consistency of tasks and objectives in the Soldier's Manual, Trainer's Guide, Job Book, POI, programmed texts, handouts, examination outlines, and examination questions. Determine if these materials effectively present and test the training objectives.

(6) Review performance data on examinations to determine if students are successfully meeting training objectives.

(7) Review performance data on Skill Qualification Tests (SQT) to determine how well students maintain proficiency after completing the course of instruction.

(8) Review development, management, and status of the Training Extension Course (TEC) and the Army Correspondence Course Program (ACCP).

FINDINGS: (1) Research of course development documentation showed that systematic procedures have been followed throughout the various phases. The audit trail was complete and well documented for the most recent Front End Analysis (FEA). A field survey of job incumbents and their supervisors was conducted in CONUS, Alaska, Korea, and Germany to compile a task inventory for the 1983 Soldier's Manual. The survey forms are shown at Annex C. This inventory was submitted to the Task Selection Board 15 Dec 81 for selection of the critical task list. The critical task list was then staffed through the USAAVNC Team for approval. Task analysis was completed 25 Jan 82 IAW TRADOC Pam 351-4(T). The Site Selection Board was held 10 Feb 82. The Task Selection Board did not identify those critical tasks which would be included in the mobilization POI. This was done by the 71P and 93H/J project officers in Course Development Division, DTD, with no input from Training Analysis and Design Division, DTD. It was then staffed through the USAAVNC Team for approval as part of the Aug 82 revised POI.

(2) All available critiques from previous students were reviewed (a period of approximately 3 months.) Students rate each subject on five factors pertaining to instructor qualities and six factors

pertaining to subject matter content. A copy of the form is at Annex D. These factors are rated on a scale of 5 for "Outstanding" to 1 for "Unsatisfactory." Students also provide written comments if they desire. The following is a brief summary of the review: The majority of numerical ratings were average or above. Comments about instructors and the Aviation Learning Center were complimentary. Five adverse comments were made concerning GI parties at the 41st Company which lasted until 2400 or 0100 hours. Several comments were made concerning Wolfpit, three indicating that more time was needed. Overall, comments and ratings were good.

(3) All available Aviation Center Training Analysis and Assistance Team (ACTAAT) reports were reviewed. Comments from 71P incumbents and their supervisors were numerous and diverse. See Annex E for comments taken from the consolidated ACTAAT report (Feb 80 through Aug 81). The area mentioned most often was that graduates were weak in their knowledge of flight records and their ability to maintain them.

(4) The Flight Operations Coordinator Course is divided into four phases: Aviation General Subjects, Airfield Operations, Operations Administration, and Tactical Communications. In addition, two days are spent on Tactical Operations training at landing zone Wolfpit. The breakout by phase is shown at Annex F.

(5) TDA manpower authorization and assignment for the 71P Section is as follows:

Description	Grade	MOS	Required	Authorized	Assigned
Sr Inst	E7	71P4H	4	4	2 - E7
					2 - E6
Inst	E6	71P3H	9	8	2 - E6
					4 - E5
					1 - E4

One of the senior instructor authorizations is assigned for duty at the Aviation Learning Center to assist with that portion of Map Reading and NBC training conducted there. One instructor position is utilized almost exclusively in Student Control of the 71P Section. At least one instructor is assigned to each of the four phases and at tactical landing zone Wolfpit. Sometimes two instructors are required to work a phase due to heavy student load. Remaining instructor time is used for developing and maintaining course materials and other subject matter expert functions. The senior instructor in charge of the section stated that no staffing problems currently exist.

(6) Students progress through the phases at their own pace according to the established progression schedule. When they feel confident they have learned material in the block/blocks of instruction covered by a particular examination, they may request to be tested, or "challenge" the examination. Students are critiqued after each examination to insure they understand the reason for any errors and to have their questions answered.

(7) Students must receive a GO on each scorable unit to pass an examination. They must pass all examinations, either on the initial try or on retakes, to complete the course. If an examination is

passed, the student proceeds to the next block. If the examination is failed, the student is counseled and often required to spend additional time in that area before retaking the examination. Students may also be referred to the Aviation Learning Center for mandatory study in specific weak areas. They are only required to retake scorable units on which they receive a NO-GO. After two unsuccessful retakes, they are referred for a decision on whether or not they will be allowed to continue in the course. Counseling and referral procedures were documented in student folders examined.

(8) It was found that instructors in some instances issue an immediate retake score of GO if students can explain to the instructor's satisfaction during the critique that they understand what they did wrong and why a particular item was missed. Para 9c of USAAVNC Reg 350-15 states, "Alternate versions will also be used for retakes and makeup. Waiver of requirements for alternate CT versions must be approved by DTD on an individual basis." No provision is made for allowing an oral explanation of an error to constitute a retake, and students should be administered an approved alternate version of the examination for retake score.

(9) Staff members stated that it is department policy for instructors to grant up to ten percent above POI programmed training time to students who need it. Approval for more time may be given by the division chief based on individual circumstances. Authorizations for excess time are given orally, and documentation is not maintained in student folders. Eight graduates' records examined during this evaluation showed additional time in excess of 15%. One student who was eliminated after the second retake of EA17 had a

total of 355.8 hours (52.7%) above POI programmed time. As might be expected, students who failed the most examinations usually also required the greatest amount of time to complete the course. The student who completed in the least amount of time (102.3 hours, 56.1% less than programmed) did not fail an examination. Completion times for graduates are shown at Annex G; training time is shown for eliminated students at Annex H.

(10) A review of instructional materials resulted in the following:

(a) Tasks listed in the 1979 Soldier's Manual, Commander's Manual, and Job Book are identical. Comparison of these tasks with the corresponding August 1980 POI shows that all tasks are identical with the exception that task number 081-831-1003, POI file 3321-3, listed in Annex A, NBC Operations, is not in the Soldier's Manual. Soldier's Manual Task 081-831-1009, Apply Artificial Respiration to a Chemical-Agent Casulty, is identified in the POI objective for NBC Operations, but the task number is not listed as a reference.

(b) Tasks listed in the 1981 Soldier's Manual, Trainer's Guide, and Job Book are identical. Comparison of these tasks with the corresponding August 1982 POI revealed the following differences:

1 POI tasks 031-503-1002, Put on and Wear M-17 Series Protective Mask; 031-503-1007, Decontaminate Self; and 031-503-1008, Decontaminate Equipment are not in the 71P Soldier's

Manual, but are directed by TRADOC and are included in the Soldier's Manual of Common Tasks, dated May 81.

2 Task 031-503-1007 is shown as "Decontaminate Self" in the POI and "Decontaminate Your Skin" in the manual.

3 Task 031-503-1008 is shown as "Decontaminate Equipment" in the POI and "Decontaminate Individual Clothing and Equipment" in the manual.

4 Task 031-503-1015 is shown as "Restore Breathing Using Back Pressure Armlift Method" in the POI and "Put on and Wear Protective Clothing" in the manual. The manual shows "Restore Breathing Using the Back Pressure Armlift Method" as task 081-831-1015.

5 Task 031-503-1009, "Drink, Use the Latrine, and Sleep While Wearing Protective Clothing" is not included in the Task/Subject Information Sheets in the POI, but is in the objective, Annex F.

6 Mobilization tasks 551-721-1017, -1018, -1302, -1306, and -1321, concerning vehicle operations, are not included in either the 71P Soldier's Manual or the Soldier's Manual of Common Tasks.

7 Task 021-004-1227, "Establish Functional Files," is included in the POI objective and reference, Annex D, but is not listed in the Task/Subject Information Sheets. This task is not in the Soldier's Manual, Trainer's Guide, and Job Book; however, page 2-133 of the Soldier's Manual, task 121-004-1228, "File Documents/ Correspondence," makes the assumption that it is included by stating,

"You have learned how to establish functional files (Task Number 121-004-1227, Establish Functional Files)."

(c) The current POI dated August 1982 conforms to format and procedures outlined in TRADOC Reg 351-7; however, one discrepancy was noted: In the Common Military and Soldierzation Training Annex (CMET), the POI file numbers have not been designated as either integrated or CMET unique, but are all listed under one common heading. As shown, this column serves no useful purpose and is confusing. For example, Nuclear, Biological, and Chemical (NBC) Operations, POI number 3321, is a four-hour block. Some NBC training is also integrated with Wolfpit training, number 3338. TRADOC Reg 351-7 states, "If the CMET training is coupled with other training, list the POI file number under 'Integrated.' For CMET subjects taught as 'stand alone training,' list the POI file number under 'CMET unique.'" With this minor exception, the POI is complete and well written.

(d) No conflicts were noticed when comparing conditions, standards, and references given in the POI for selected tasks with those given in the manuals.

(e) Material contained in programmed texts and student handouts adequately covers training objectives for the tasks. No conflicts were noted between subject matter content in handouts and the Soldier's Manual.

(f) Training objective in student handout for Flight Plans is the same as stated in the 1980 POI; however, it is difficult to relate the objective with task, conditions, and standards given in the Soldier's Manual for tasks 011-141-1024, Process VFR Flight Plan and 011-141-1025, Process IFR or Composite Flight Plan.

(g) Seventeen examinations are listed in the Aug 1980 POI, including the end-of-course comprehensive. A summary of criterion test analysis has not been prepared and forwarded to DES as prescribed in USAAVNC Reg 350-15. The necessary procedures to initiate an item analysis have recently been set up by the Automation Management Office; however, sufficient data has not yet accumulated to conduct a meaningful analysis. This should be available within two or three months.

(h) A review was made of examinations and outlines. Several discrepancies, as outlined below, were found. It was noted during the conduct of this evaluation, however, that several examinations and outlines are being revised. Examinations currently under revision include EA1, EA10, EA11, EA12, and EA17.

1 Examination outlines were not available for EA1, EA8, EA9, and EA16.

2 The Aug 80 POI shows EA1 examination testing Land Navigation and EA2 testing NBC Operations. These subjects are taught at the Aviation Learning Center. Material from both blocks were actually combined for testing by examination EA1, and EA2 was deleted. The examination consists of 20 questions--14 on Land Navigation and 5 on NBC Operations. It is not criterion referenced as

specified in USAAVNC Reg 350-15. The examination is being revised as a criterion test and will delete the material on NBC Operations. EA2 has been dropped from the current POI.

3 EA3A examination, Directions to the Students, para 4, instructions and example, call for the student to "write in" or "list" information for the first 10 items, whereas the items are actually multiple choice. The list of aircraft designation and name on page 2 is not needed to complete this multiple choice test. Test items 14, 18, and 19 do not test what is stated on the outline. Also, the outline gives "other" as the last action element and tests with items 11 and 20. "Other" is unacceptable as a testing objective and should not be used.

4 Standards for scorable units 1 and 3 differ between EA4A examination and outline as follows:

Scorable Unit	Exam Standard	Outline Standard
1	5 out of 7	6 out of 8 (only 7 items are listed)
3	5 out of 7	7 out of 10 (only 7 items are listed)

5 EA6 examination answer keys originally given the evaluator did not give correct answers for the following: items 7, 8, 9, 10, 12, and 13 on version A; items 7, 8, 9, 10, 12, 13, and 15 on version B, and item 11 on version C. The items did not correspond with the outline in some instances; specifically: 82-3300-4, Identify Aircraft - the test item given for CH-47 aircraft was incorrect for version A; CH-47 was not included in the silhouettes. 82-3353-8, Weather - the outline did not correspond with items given

for Visibility, Sky Conditions, and Altimeter Setting, items 30, 34, and 32, version A. Upon discussing this examination with the senior instructor in charge of the section, it was learned that a different examination from that inspected is currently in use, which explains the answer keys and outline that did not correspond with the examinations. However, the versions (A, B, & C) and the date (April 81) were the same on the revised versions as on the originals. Whenever an examination is revised, it is important that the old versions be marked obsolete, and that the new ones bear the current date with the appropriate subsequent version letters so that it can be properly identified. Versions A, B, and C should be followed by versions D, E, and F. Since two different examinations bearing the same version and date identification were in inventory at the same time, it could not be determined when administration of the revised examination began or which answer key had been used in grading it. Failure rate for this examination was exceptionally high for FY 82 students, as shown in Annex I (41.4% failed it once, and 5.9% failed it twice).

6 EA 10 examination outline, Type Correspondence, does not contain scorable unit 1 on the 5-minute speed test. The examination on scorable unit 2 does not test all the material shown on the test outline. Only two of the six items listed are actually included in the examination. The outline shows 70 test items; the examination included only 52. One of the two documents to be typed has 25 scorable points, the other 27. Test item numbers on the outline do not correspond to the examination. The examination does not test the task as stated in the Soldier's Manual, "type

correspondence at a minimum of 15 wpm, IAW 340-15, without error." The examination instructions state, "examination will be graded on FORMAT, SPACING, and SPELLING." Students are allowed to use AR 340-15, which gives the correct format and spacing. Content of the body is "Xed" in rather than typed. Heading and closing, which must be typed, are given in the draft; therefore, correct spelling can be taken from the draft. There is a separate 5-minute speed test. As written, the examination does not test format, spacing, spelling, or speed, nor does it test the ability to type correspondence at a minimum of 15 wpm as stated in the objective. It only tests students' ability to locate and copy material.

7 EA11 examination does not adequately test task 011-141-1047, "Establish Functional Files," as stated in the objective, "When given a file cabinet, file folders, file labels, file guides, and several documents for filing, the student will establish functional files IAW AR 340-2." The examination consists of 15 multiple choice questions which test mental skills related to knowledge of ARs, etc., rather than performance-oriented skills as specified in the objective.

8 EA12 examination does not adequately test ability to maintain records as given in the standards for task 011-141-1035, "Maintain Individual Aircrew Training Folder (IATF) and 011-141-1036, "Maintain Individual Flight Records Folder (IFRF)." The student is required to post and close the flight records forms; however, the remaining test items are multiple choice and do not require the student to demonstrate knowledge of sequence and location for filing documents in order to maintain the records folder. "Maintain Individual Aircrew

Training Folder" is tested by one multiple choice question (version A) that does not test the ability to maintain the folder as specified in the objective. USAAVNC Reg 350-15 states in Para 4a, "The method used to evaluate student achievement of the TLO/LO must be based on the actions, conditions, and standards stated in the TLO/LO." EA12A examination booklet shows one scorable unit with a standard of 31 out of 44. The test outline does not show scorable unit standards, but lists 50 items for version A.

9 EA14 test outline shows two scorable units for the 20 test items. Only one standard is shown--14 out of 20. Each scorable unit must have its separate standard in order to assign a GO/NO-GO score for that unit. The answer keys for versions A, B, and C were published as a part of the test booklet. There were discrepancies between these answer keys published in the booklets and the handwritten ones furnished by the School staff. When this was discussed with the senior instructor in charge, it was found that answer sheets had been removed from examination booklets currently in stock. It could not be determined if booklets had ever been used with answer keys attached as originally published, or which answer key (that published in the booklet or the handwritten one) had been used in grading the examination.

10 EA15 examination outline lists "Locate Grid," "Post Margin," and "Decrypt" as action elements, but has no corresponding test questions. The outline for version A, scorable unit 4, lists items 20 and 21, with a standard of 2 out of 2. The answer key shows item 21 only, with a standard of 1 out of 1. The outline for unit 5

has a scorable standard of 6 out of 8--only 7 items are listed. The answer key lists these 7 plus item 23, which is not included on the outline. The answer key lists unit 6, but gives no corresponding item numbers. It also lists unit 7 with items 32 through 35. The outline does not show these items. There are 35 items in the examination booklet; only 31 are shown on the outline. The questions are all multiple choice, and do not adequately test performance-oriented objectives such as "Prepare VRC 47 Radio for Operation" and "Use Correct Radio Procedures."

11 A copy of EA16 examination was available, but was not reviewed because the examination is not being administered. This will be discussed further in a later section.

12 EA17 comprehensive end-of-course examination contains the same error in the portion on aircraft recognition as EA3, i.e., the student is directed to write in designation of the aircraft; however, test items are multiple choice. The example given students as a guide for typing a letter, page 31 of version A test booklet, contains several errors: (1) Commas are not needed at the end of the first two lines of THRU address, (2) Two-letter abbreviation for Alabama should be captilized, i.e., AL, (3) The letter should have been retyped showing proper alignment of sub-paragraphs 1 and 2, para 2c. Lines drawn in to correct the format give a sloppy appearance, and may be confusing to students. The example given students as a guide for typing a DF, page 34 of version B test booklet, should not have colons after the "THRU" and "TO" in the address. This example should have been retyped also to show desired spacing, rather than drawing in arrows. The answer

key for both versions only shows 133 items, with item 133 having a standard of 1 out of 1. The examination and outline show items 133 and 134 for Typing, with a standard of 2 out of 2. This standard is not sufficient, in that it does not specify what constitutes a GO for each item, i.e., what degree of proficiency or accuracy is required as an acceptable standard for typing the DF, letter, and speed test.

(i) Many discrepancies were noted between examination results shown in individual student folders maintained by ATC Division, DOTD, and printouts submitted by Automation Management Office (AMO) to Academic Records, Student Personnel Operations, AG. Comparison of the two records for 210 graduates of FY 82 classes showed that approximately 57% contained discrepancies between the two for at least one examination, and many contained discrepancies for more than one. In addition, no scores for EA17 examination were shown on the printout maintained by Academic Records. Coordination with AMO personnel showed that the program is not set up for 17 examinations and will not accept data submitted for it. Inspection of USAAVNC Form 1071, Grade Report, showed that two examination titles are used for identifying this test--EA17 and ECRS (end-of-course). This means that had the program been set up for 17 examinations, part of the data would have been rejected anyway because of the identification. Overall scores on the printout were also erroneous in many cases. For example, with the exception of EA1, all examinations are criterion referenced and scores are either GO or NO-GO. EA1 was norm-referenced and numerical scores were reported for it. An initial score of GO is shown as 100; a retake score of GO is shown as 70.

The lowest possible overall score would be 70 for a student who graduated, yet many were shown as 60 and 0. Also, many overall scores of 100 were assigned to students who had one or more retake grades of 70. Part of the retake scores are shown as R70; the others do not show the "R" indicating retake. This was found to have been caused by instructors sometimes checking the "Type Action" block on the USAAVNC Form 1071 rather than placing the corresponding number (1 through 5) in column 78.

(j) It was learned from the 71P staff that EA16 covering Wolfpit training is not being administered because it is difficult and impractical to evaluate the exercises which make up the training. Personnel in Student Control stated they had been submitting a score of 100 for all students in order for the computer to close out students' records, yet the printouts examined show various numerical scores for this examination. Research of USAAVNC Form 1071, on file at AMO, showed that numerical grades had been submitted and that three versions (A, B, and C) were used. Since the examination was not given, no plausible reason could be found for students receiving grades of 80, 85, 90, 92, etc., and reported with various version identification. Para 3d of USAAVNC Reg 350-15 states,

> "The CT is normally a separate POI entry with an identifying file number covering one or several POI lessons. However, if training and testing conditions warrant it, the CT may be an integral part of a lesson. Some examples of this are-- . . .
>
> (3) In training periods involving extensive

practice exercises, the approved CT may be the final iteration of practice provided it satisfies the action, conditions, and standards of the TLO/LO. The feasibility of integrating the CT with the training period must be determined during development/revision of the POI. If this approach is approved, the POI will show the usual lesson file number. The statement of the TLO/LO in the POI will be followed with a note indicating that the CT is included in the lesson block. CT documents (paragraph 5) will be identified with a modified lesson file number. For example-- . . . NOTE: If a lesson activity is approved as the CT for the objective of that lesson, it will be included on the Criterion Test Summary Sheet (fig. 1) and treated as other CT IAW this regulation."

If this approach is desired for evaluating Wolfpit training, then the guidance should be utilized for establishing standardized evaluation procedures.

(k) Reasons for the numerous discrepancies in student records outlined above were not determined during this evaluation. Since grading procedures are not used for ranking students, and the official grade for record for the course is either GO or NO-GO, individual examination results and overall course averages shown on the printout are not critical from the student's standpoint.

This information is important, however, to establish meaningful data for evaluation purposes. If the data maintained on official record is not accurate, then reliance upon it can result in serious errors in deductions drawn from it. It is therefore suggested that personnel from Student Control, ATC Division work with personnel from Automation Management Office to resolve these issues.

(1) Some confusion exists concerning the Wolfpit portion of training. The current POI lists two blocks covering Wolfpit: 82-3313-10, Communications Equipment Training (Wolfpit) and 82-3338-12, Operations Wolfpit. The training objective for Operations Wolfpit covers all training that is conducted there, including evaluation of NBC tasks covered by block 82-3321-4. EA16-2 examination covers only lesson 82-3313-10, Communications Equipment Training (Wolfpit). No provision is given for reporting evaluation results of the remaining tasks covered by Wolfpit training, although Note 2 under Operations Wolfpit in the POI states, "The instructor will conduct an on-going evaluation to insure each standard is met. When student achieves each standard, he/she will receive a GO and the evaluation will be discontinued." Actual time devoted to Wolfpit training is only two days, unless student performance indicates that additional training is needed in weak areas.

(11) Records examined by DES during this evaluation for FY 82 classes showed that 223 students had graduated and 21 had been eliminated as of 1 Oct 82. Information pertaining to training time and examination results is shown individually for these students at

Annexes G and H, with the exception of five eliminated students whose records were not available. A recapitulation of the failures is shown at Annex I. A printout showing training time, downtime, absent time, and examinations failed furnished by ATC Division based on information provided by them to Automation Management Office was found to have so many errors that it could not be used for obtaining data. Times shown in Annexes G and H were taken from computations notated in the folders by ATC personnel. Errors were discovered in notations on two students' records--one showing 78.0 hours downtime actually had none indicated in the record; another showing 125.2 hours absent time actually had none indicated in the record. A re-check of all computations was not made because of the amount of data and the time which would be required. An overall summary of the data shown in Annexes G, H, and I is as follows:

(a) An attrition rate based on the percentage of students who started instruction but did not complete the course is not feasible for self-paced instruction such as this, since training times vary considerably. Of the total 244 students whose records were included in the study, 21 (8.6%) were eliminated and the remaining 223 (91.4%) graduated.

(b) The following is a breakout of elimination causes for the 21 students who did not complete the course:

1 Academic Deficiency - 13 (61.9%)

2 Misconduct or Character Deficiency - 5 (23.8%)

3 Positive Urinalysis - 1 (4.7%)

4 Medical - 1 (4.7%)

5 Training Discharge Program or Expeditious Discharge Program - 1 (4.7%).

(c) Five of the eliminated students' records were not available. Average training time before elimination for the remaining sixteen students was 108.86 hours.

(d) A total of 233 hours are programmed for academic instruction. This does not include essential subjects (Human Relations, Alcohol and Drug Abuse Prevention and Control Program, and Moral Leadership and Responsibility) which are taught by the Company. Of the 223 graduates, 199 (89.2%) required less than the programmed time--172.8 average hours, or 25.8% less than programmed. Twenty-four (10.8%) required more than the programmed time--260.8 average hours, or 11.9% more than programmed. Overall completion time for both groups was 182.3 average hours, or 21.8% less than programmed.

(e) Although average training time for eliminated students was much less than that for graduates (115.66 versus 182.3), average Downtime and Absent Time was considerably higher for this group as shown below.

	Number of Students	Downtime Total	Downtime Average	Absent Time Total	Absent Time Average
Graduates	223	820.0	3.68	1960.0	8.79
Eliminations	16	95.7	5.98	278.6	17.41
Overall	239	915.7	3.83	2238.6	9.37

(f) Failures are shown by examination at Annexes G, H, and I. The percentage rate of failures is higher for eliminated students than for graduates for all examinations through EA8, then drops sharply because most eliminations had occurred at this point and these students were not administered the remaining examinations. This is an

important consideration when looking at total failure percentages. The percentages given are based on total graduates and eliminated students (239), rather than the actual number who attempted each examination. Therefore, failure percentages for EA9 through EA17 would be higher if based on the actual number of students who attempted each examination. Examinations with the highest failure rates for both graduates and eliminated students were:

	First Failure	Second Failure	Third Failure	Total Failures
EA 6	99 (41.4%)	14 (5.9%)		113
EA8	86 (36.0%)	21 (8.8%)	4 (1.7%)	111
EA17	68 (28.5%)	5 (2.1%)	2 (.8%)	75
EA12	40 (16.7%)	4 (1.7%)		44

(12) A review of Skill Qualification Test (SQT) item analysis dated 17 Jul 82 showed the following:

(a) Overall results by skill level:

	Number of Scores	Range of Scores	Mean	Standard Deviation
Skill Level 1	421	26-100	73.60	13.96
Skill Level 2	115	52-100	82.10	11.05
Skill Level 3	120	22-100	82.08	14.14
Skill Level 4	78	46-100	80.85	13.96

(b) Areas which had weak scores in at least three of the four skill levels were:

Task	Description
011-141-1038	Preparation of DA Form 759
071-318-2202	Engage Target W/M 72A2
011-141-1030	Perform Anti-Jam Procedures
011-144-1021	Use Interphone Procedures
011-141-1026	Transmit Flight Movement
011-144-1016	Decode Teletype Reports
011-144-1017	Decode (METARS)
011-141-1018	Interpret Weather
011-141-1022	Decode NOTAMS

(c) The SQT item analyses are used by Course Development Division, DTD, when revising the Skill Qualification Test; however, their usefulness is limited by the amount of time involved from the beginning to completion of SQT administration and the time required for processing the scores for the item analyses. Time frame set up for complete administration of the SQT is presently 9 months. This will be changed to 3 months in FY 84, and this reduction should reflect a more timely receipt of the item analyses and increase its usefulness in analyzing and revising the SQT.

(13) In addition to resident training, the USAAVNC is responsible for the Training Extension Course (TEC) and the Army Correspondence Course Program (ACCP) development and management. A review of the programs showed the following status:

(a) The TEC program is designed primarily as refresher training to support and supplement individual training in the units.

Material for TEC lessons is developed by Course Development Division based on Soldier's Manual tasks. CDD is responsible for identifying subjects for inclusion in TEC development and providing the objectives to the US Army Training Support Center (USATSC), Fort Eustis, Virginia. USATSC assigns and manages contracts for production of the TECs. Ten 71P TEC lessons have been fielded, and five are programmed for FY 83. All fielded lessons are reviewed annually by CDD for adequacy and currency and revised if necessary.

(b) There are parallel correspondence courses for skill levels 1 and 4 resident training. Skill levels 2, 3, and 5 consist of correspondence courses only, and have no resident counterpart. CDD has responsibility for development of correspondence courses for all five skill levels. They furnish the US Army Training Support Center, Fort Eustis, Virginia, a camera-ready copy of the manuscript. USATSC has responsibility for printing and distribution of the materials, as well as overall management of the program. Details of the ACCP include:

1 Enrollment in the ACCP as of 23 Aug 82:

Skill Level 1	814
Skill Level 2	56
Skill Level 3	33
Skill Level 4	75
Skill Level 5	3

2 When students enroll, they are sent the first five subcourses. After they have successfully completed a subcourse, USATSC sends them a new one to replace it. It takes an average of 14

to 28 days (turn around) for the student to receive a replacement subcourse after USATSC gets the completed lesson. This procedure continues throughout the course.

3 There is an established time limit for completion of the courses for each of the skill levels. Unless students complete them within this time frame or are granted an extension, they are dropped from the course. The number of subcourses and required time frames for completion are shown below for each of the skill levels:

Skill Level	Number of Subcourses	Time Allowed for Completion
Skill Level 1	16	12 Months
Skill Level 2	4	12 Months
Skill Level 3	7	12 Months
Skill Level 4	28	48 Months
Skill Level 5	6	12 Months

4 There are two validation phases for the correspondence course. Phase I is conducted after the material is completed, but before it is fielded. A pretest is administered to a selected number of personnel who supposedly have no prior knowledge of the subject. All who fail the pretest (74% or below) are eligible to take the course. Upon completion, they are given a post test. At least 90% of the personnel must pass (75% score or above) to validate the test.

5 Phase II validation is based on student scores after the course has been fielded. CDD is furnished a computer

printout after 50 students have completed, and again after 100 have completed. These numbers are minimums; actual number of scores on the printout may be much larger than 50 and 100, depending on enrollment at that time. At least 90% of the students must pass (75% score or above) to validate the tests.

6 Quality control is maintained for all the subcourses. Very low scores are verified by USATSC to insure that obvious errors in processing and reporting have been eliminated before forwarding to USAAVNC; when found, these errors are "yellow-lined." CDD reviews all other items that did not receive the 75% passing score. If an item is found to be faulty and it is felt to be a critical one, a revision is sent immediately to USATSC. If the item is not considered critical, the revision is held for the yearly review and submitted at that time. If a subcourse is found to be seriously weak, a "hold" or "stop" is put on the entire subcourse until materials can be corrected.

7 Students receive a rating of Satisfactory or Unsatisfactory for each subcourse. Scores of 75% and above are further designated as follows: 75 to 84 - Satisfactory; 85 to 94 - Excellent; 95 to 100 - Superior. There is no similar breakdown of Unsatisfactory scores--students are only told that their examination results are Unsatisfactory. Students who receive an Unsatisfactory rating are furnished a retake sheet and given six months to complete and return it. There is no end-of-course comprehensive examination as is found in the resident course.

8 The completion rate for students enrolled in all correspondence courses is approximately 55%. USATSC does not furnish this information by course; therefore the completion rate for Flight Operations Coordinator enrollments was not readily available. It may be obtained from USATSC by special request, if desired. The dropout rate for all courses is very variable.

9 The back of each subcourse has a student inquiry or opinion sheet for providing feedback to the USAAVNC. The sheet is preaddressed and requires only that the student complete the short form, fold, staple, and mail it. CDD reports that this is a very important source of feedback and that they receive an average return of 1 to 3 forms daily. Each form is reviewed carefully and any necessary action is taken promptly.

CONCLUSIONS: (1) Systematic development procedures have been followed throughout the various phases. The POI was revised in Aug 82. Training materials and examinations are currently being revised to align with it.

(2) Critiques from previous students reviewed showed no particular problem areas that warrant further investigation. The majority of numerical ratings were average or above. Most written comments were complimentary. Five adverse comments were made concerning GI parties at the 41st Company that lasted until 2400 or 0100 hours. The need for these late hours should be reassessed.

(3) Comments related to the Flight Operations Coordinator Course taken from reports of the Aviation Center Training Analysis

and Assistance Team (ACTAAT) are included in this report at Annex E. The area mentioned most often was that graduates were weak in their knowledge of flight records.

(4) The 71P Section of ATC Division is presently assigned one less instructor than authorized by the TDA and many of the grade levels are below that authorized; however, no staffing problems were found to exist.

(5) Students progress through the various phases at their own pace and must successfully complete each phase before progressing to the next. Records show that students are counseled after failures as prescribed by USAAVNC Reg 350-15, and that written authorization for retakes is maintained in the records. No record was found showing more than three retakes.

(6) Instructors in some instances issue an immediate retake score of GO if the student gives a satisfactory oral explanation of his mistakes. Provision for this is not given in USAAVNC Reg 350-15, and students should instead be administered an approved alternate version of the examination for retake score.

(7) Department policy concerning maximum training time allowed for completion is not well defined and documented. There is a positive correlation between amount of time used and the number of examinations failed, so records relating to counseling and examination retakes do provide some documentation of time utilization. Training times of students included in this study showed a variance from 102.3 hours (graduated) to 355.8 hours (eliminated student), or 253.5 hours.

Although these students represent the two extremes, this does indicate the need for more positive control of the time factor and elimination procedures, as well as more stringent entry prerequisites, to maximize training cost effectiveness.

(8) Tasks selected for training are identical in the Soldier's Manuals, Commander's Manuals, and Job Books. Comparison of these tasks, together with those found in the Soldier's Manual of Common Tasks, with the POI shows several discrepancies. Most of these are NBC tasks found in the Soldier's Manual of Common Tasks. Overall, the POI is consistent with the manuals and conforms to TRADOC Reg 351-7.

(9) Material contained in programmed texts and student handouts adequately covers training objectives for the tasks. No conflicts were noted between subject matter content in handouts and the manuals.

(10) Several discrepancies exist between examinations, outlines, and answer keys, specifically:

(a) Examinations that do not have outlines

(b) Inconsistencies between examinations and outlines

(c) Examinations that do not adequately test tasks as stated in objectives

(d) Standards not clearly defined for scorable units

(e) Different versions of an examination bearing the same version and date identification.

It was noted during the conduct of this evaluation that staff members are aware of these problems and that revisions are being made to improve the examinations.

(11) Grade report printouts maintained by Academic Records, AG, do not agree with data recorded in individual student folders maintained by ATC Division, DOTD. Discrepancies between the two records were found to be so numerous as to render the printouts useless for evaluation purposes. Reasons for the discrepancies were not determined during this study. ATC Division personnel should work with Automation Management Office Personnel to resolve these problems in order to provide meaningful student performance data to Academic Records.

(12) Confusion exists concerning the Wolfpit portion of training as to whether or not Communications Equipment Training (Wolfpit) should be included under Operations Wolfpit, since these two blocks total 22 hours in the POI, and only two days are actually devoted to the exercise. Communications Equipment Training tasks are included in the objective for Operations Wolfpit. The examination for this training, EA16, has not been administered during the past year. The POI training scope for this examination covers Communications Equipment only; no provision is made for evaluating the remaining Wolfpit training, including NBC operations. A standardized method of evaluating all the training should be established so that students receive a GO or NO-GO report for official grade.

(13) Of the total 244 FY 82 students included in this evaluation, 91.4% graduated and the remaining 8.6% were eliminated. The majority (61.9%) of those eliminated were for academic deficiency.

(14) A large majority of students (89.2%) required less than POI programmed time; 10.8% required more. Overall completion time was 182.3 average hours, or 21.8% less than the 233 hours programmed.

(15) Both downtime and absent time were considerably higher for eliminated students than for graduates.

(16) Examinations with the highest failure rates for both graudates and eliminated students were EA6, EA8, EA17, and EA12.

(17) Overall SQT results for all skill levels were very respectable, with skill level 1 reporting the lowest mean of 73.6. This indicates that graduates are maintaining satisfactory proficiency in the field. Weakest scores were in preparation of DA Form 759 (flight records). This was supported also by comments from ACTAAT reports.

(18) The Training Extension Course and Army Correspondence Course Program are conscientiously developed and well managed by personnel of Course Development Division, DTD. Materials are reviewed at least annually and revisions are made as soon as practical to insure quality control of the programs.

3. RECOMMENDATIONS:

a. Reassess late-hour GI parties at 41st Company to determine if their benefits outweigh hardships to students caused by loss of study time, damage to morale, lack of sleep, and resulting fatigue. (41st Co, 4th Bn)

b. Review instructional materials and methods used in teaching flight records to determine if improvements could be made which would increase students' proficiency in this area. (DOTD and DTD share)

c. Discontinue the practice of allowing oral explanations of mistakes made on examinations to constitute a retake of that examination. (DOTD)

d. Develop a firm policy concerning maximum training time allowance, and maintain written records in student folders to document excess time authorizations. (DOTD)

e. Insure that tasks selected for training are consistent between the POI, student handouts, Soldier's Manual, Soldier's Manual of Common Tasks, Commander's Manual, and Job Book, and that conditions and standards are uniform throughout. (DTD)

f. Insure that all examinations have current outlines with clearly defined scorable units that accurately reflect examination items and that the items adequately test tasks as stated in the objectives. (DOTD with assistance from DTD)

g. Insure that all examinations bear the correct date and version identification. (DOTD with assistance from DTD)

h. Determine the reasons for discrepancies between grades in individual student folders, ATC Division, and printouts maintained by Academic Records and resolve the differences in order to establish meaningful student performance data. (DOTD)

i. Review the Wolfpit portion of training to insure that the POI accurately reflects and tests all tasks that are taught during this exercise. (DTD and DOTD share)

j. Prepare a summary of criterion test analysis as prescribed in para 5f of USAAVNC Reg 350-15 as soon as sufficient student performance data has accumulated. (DOTD)

4. SUMMARY: Overall observations made during this evaluation show that the course is adequate for attainment of the stated objectives. Instructors and staff personnel contacted were cooperative, and appeared conscientious and committed in their efforts to provide quality instruction. No major deficiencies were noted; however, improvements are needed in many areas, as specified in this report, to eliminate inconsistencies and to insure maximum training cost effectiveness.

ANNEX A

PROGRAM OF INSTRUCTION

DATED AUGUST 1980

PROGRAM OF INSTRUCTION

FLIGHT OPERATIONS COORDINATOR COURSE

MOS: 71P10, DATED AUGUST 1980

Annex Title and Subjects		Hours	Annex
COMMON SOLDIER TASKS			A
Land Navigation		3.0	
Examination		1.0	
NBC Operations		3.0	
Examination		1.0	
	Annex Total	8.0	
AVIATION GENERAL SUBJECTS			B
Introduction to Course		1.0	
Aviation General Provisions		2.0	
Aircraft Recognition		4.0	
Examination		0.5	
Weather		8.0	
Examination		1.0	
DOD FLIP		8.0	
Examination		1.0	
NOTAMS		2.0	
End-of-Phase Examination		2.0	
	Annex Total	29.5	
AIRFIELD OPERATIONS			C
Flight Plans		6.0	
Examination		1.0	
Interphone Procedures/Flight Movement Messages		16.0	
Examination		1.5	
Operation Logs		2.0	
Overdue Aircraft Procedures		2.0	
Airfield Operations Practical Exercise		20.0	
End-of-Phase		2.0	
	Annex Total	50.5	
OPERATIONS ADMINISTRATION			D
Type Correspondence		63.0	
Examination		2.0	
Establish Functional Files		5.0	
Examination		1.0	
Flight Records		14.0	
Individual Aircrew Training Folder (IATF)		2.0	
Examination		2.0	
	Annex Total	89.0	

Annex Title and Subjects	Hours	Annex
TACTICAL COMMUNICATIONS		E
Situation Map	4.0	
Examination	1.0	
Communications-Electronics Operating Instructions (CEOI)	6.0	
Examination	1.0	
Prepare AN/VRC 47 Radio for Operations	1.0	
Use Correct Radio/Telephone Procedures	1.0	
Transmit or Receive a Radio Message	4.0	
Perform Radio Interference & Anti-jamming Procedures	1.0	
End-of-Phase Examination	2.0	
Annex Total	21.0	
TACTICAL OPERATIONS TRAINING		F
Communications Equipment Training Area Alpha	10.0	
Examination	2.0	
Operation Wolfpit	16.0	
Comprehensive End-of-Course	6.0	
Course Critique	1.0	
Annex Total	35.0	
ESSENTIAL SUBJECTS		G
Human Relations	1.0	
Alcohol & Drug Prevention & Control Program	1.0	
Moral Leadership & Responsibility	5.0	
Annex Total	7.0	

ANNEX B

PROGRAM OF INSTRUCTION

DATED AUGUST 1982

PROGRAM OF INSTRUCTION

FLIGHT OPERATIONS COORDINATOR COURSE

MOS: 71P10, DATED AUGUST 1982

Annex Title and Subjects	Hours Peacetime	Hours Mobilization	Annex
COMMON SOLDIER TASKS			A
Land Navigation	3.0	3.0	
Comprehensive Examination	1.0	1.0	
Annex Total	4.0	4.0	
AVIATION GENERAL SUBJECTS			B
Introduction to Course	1.0	1.0	
Aviation General Subjects	2.0	2.0	
Aircraft Recognition	4.0	4.0	
Examination	0.5	0.5	
Weather	8.0	8.0	
Examination	1.0	1.0	
DOD Flt Info Pubs (FLIP)	8.0	8.0	
Examination	1.0	1.0	
Notice to Airmen (NOTAM)	2.0	2.0	
Comprehensive Examination	2.0	2.0	
Annex Total	29.5	29.5	
AIRFIELD OPERATIONS			C
Flight Plans	4.0	4.0	
Examination	0.5	0.5	
Interphone Procedures/Flt Movement Msgs	15.0	15.0	
Operations Logs/Flt Data Strips	3.0	3.0	
Examination	1.0	1.0	
Overdue Aircraft Procedures	2.0	2.0	
Airfield Opns Practical Exercise	16.0	16.0	
Comprehensive Examination	2.0	2.0	
Annex Total	43.5	43.5	
OPERATIONS ADMINISTRATION			D
Type Correspondence	58.0	0.0	
Typing	0.0	20.0	
Examination	2.0	0.0	
Establish Functional Files/File Documents	6.0	0.0	
Disposal/Destruction of Classified Material	2.0	2.0	
Examination	1.0	0.0	
Flight Records	16.0	16.0	
Individual Aircrew Tng Folder (IATF)	4.0	0.0	
Examination	2.0	2.0	
Annex Total	91.0	40.0	

Annex Title and Subjects	Hours Peacetime	Hours Mobilization	Annex
TACTICAL COMMUNICATIONS			E
Situation Map	4.0	4.0	
Examination	1.0	1.0	
Comm-Elec Opn Instructions (CEOI)	7.0	7.0	
Examination	1.0	1.0	
Operate Radio Set AN/VRC-46/47	1.0	1.0	
Establish, Enter, or Leave a Radio Net	4.0	4.0	
Radio Maintenance	1.0	1.0	
Perform Radio Interference & Antijamming Procedures	1.0	1.0	
Comprehensive Examination	2.0	2.0	
Inspection, Issue & Turn-in of Indiv Nuc, Bio & Chem (NBC) Protective Equip	2.0	2.0	
Annex Total	24.0	24.0	
TACTICAL OPERATIONS TRAINING			F
Pitch GP Med Tent & Op M1941 Space Heater	0.0	4.0	
Install Concertina	0.0	2.0	
Operate & Maintain Generators	0.0	4.0	
Comm Equip Tng (Wolfpit)	10.0	10.0	
Examination	2.0	2.0	
Nuc, Bio & Chem (NBC) Opns	4.0	4.0	
Operations Wolfpit	12.0	12.0	
Comprehensive End-of-Course Examination	8.0	8.0	
Course Critique	1.0	1.0	
Annex Total	37.0	47.0	
VEHICLE OPERATIONS			G
Intro & Diagnostic Test for Driver Tng	0.0	2.0	
Opr Vehicle w/Manual Transmission	0.0	15.0	
Hazardous Condition Opns	0.0	1.0	
Off-Road Opns	0.0	1.0	
Vehicle Camouflage & Concealment	0.0	1.0	
Blackout Opns	0.0	1.0	
Vehicle Opr Pre-Opn Responsibilities	0.0	2.0	
Convoy Opns	0.0	4.0	
Examination	0.0	1.0	
Annex Total	0.0	28.0	
SOLDIERIZATION			H
Brigade Orientation	0.5	0.0	
Battalion Orientation	1.0	0.0	
Command Sergeant Major Orientation	1.0	0.0	
Unit Orientation	3.5	2.0	

Annex Title and Subjects	Hours Peacetime	Hours Mobilization	Annex
SOLDIERIZATION (CONT'D)			H
Alcohol & Drug Abuse Prevention & Control Program (ADAPCP)	0.5	0.0	
Assistance	0.5	0.0	
Personal Financial Management	2.0	0.0	
Physical Conditioning	35.0	30.0	
Examination	2.0	2.0	
Fit & Wear of the Uniform	12.0	0.0	
Annex Total	58.0	34.0	

ANNEX C

71P SUPERVISORS AND INCUMBENTS

SURVEY PACKETS

United States Army Aviation Center
Fort Rucker, Alabama

MOS 71P SUPERVISORS PACKET

INTRODUCTION

The United States Army Aviation Center (USAAVNC) is conducting an analysis of MOS 71P Skill Levels 1 through 5. As an experienced flight operations specialist supervisor, you can provide the information necessary to validate tasks, skills, and knowledges necessary to train personnel to perform effectively as air traffic controllers.

The data derived from the questionnaire, observation, and interviews will be used, along with other responses from CONUS, Korea, and Germany, to determine what tasks air traffic controllers are required to perform while doing their job. From this determination, courses of instruction are developed for the new soldiers, and extension training is developed for experienced soldiers. Soldier's manuals, SQTs, TEC correspondence courses, and other materials are also developed. The importance of your honest response cannot be overemphasized.

PRIVACY ACT STATEMENT

****

PARTICIPATION IN THIS SURVEY WILL NOT AFFECT YOUR SQT SCORE, EER, OR BE ENTERED INTO YOUR PERSONAL RECORDS. ALL RESPONSES WILL BE CONFIDENTIAL, AND PERSONAL COMMENTS WILL BE USED ONLY AS DATA TO AID IN THE DETERMINATION OF SPECIFIC TASKS FOR TRAINING. YOUR NAME AND SOCIAL SECURITY NUMBER ARE NOT REQUIRED. HOWEVER, IF YOU DESIRE ADDITIONAL INFORMATION, WE WILL NEED YOUR NAME IN ORDER TO CONTACT YOU.

****

GENERAL INSTRUCTIONS

1. In responding to this questionnaire, you will be asked to provide three types of information:

- Background Information--data relative to your personal background, training experience, and present duty position.

- Task Inventory--information relative to tasks performed by personnel under your supervision.

- Special Requirements/Personal Comments--identification of any special skills and knowledges required to perform your duties which are not included in this questionnaire and your personal comments on training and training requirements.

2. Record all your responses in the space provided on this questionnaire. There is no separate sheet for your responses.

3. Carefully read the instructions for each section. There is NO TIME LIMIT for filling out this questionnaire, so take your time. If you have a question at any time about any portion of this questionnaire, ask a proctor and he/she will gladly try and clarify your question.

Please turn to the next page and fill out SECTION I.....

SECTION I. BACKGROUND INFORMATION

INSTRUCTIONS: Please fill in the blanks and circle the appropriate answers...

1. NAME_____

2. GRADE:_____

3. Primary MOS:_____ Secondary MOS:_____ Duty MOS:_____

4. Time in PMOS:_____ years_____months

5. Time in service:_____ years_____months

6. Age:_____ years

7. Duty Position:

   a. Flight Dispatcher-Fixed Base Operations_____

   b. Senior Flight dispatcher - Fixed Base_____

   c. Base Opns NCOIC_____

   d. Flight Operations Specialist_____

   e. Operations NCO_____

   f. Training NCO_____

   g. Other_____

8. Type Unit Assigned:

   a. MTO&E

   b. TDA

9. Sex: Male_____ Female_____

10. What pay grade did you hold when you entered the ATC field?

    E1 E2 E3 E4 E5 E6 E7 E8

11. Civilian Education Completed: (Circle One)

    Less than 12 12 13 14 15 16 16+

12. What year did you receive the training for this career field?_____

13. Approximately how much time per week do you spend providing actual ATC services:

a. Less than 10 hrs_____ d. 30-40 hrs_____

b. 10-20 hrs_____ e. 40 or more hrs_____

c. 20-30 hrs_____

14. Does completion of daily routine tasks prepare you for your SQT? YES_____ NO_____(Additional comments on this subject are welcome in the personal comment section in the back of questionnaire.

15. How much time in a 12-month period do you spend in the field (FTX, CPX, ARTEP)?

a. 2 weeks_____ d. 3-6 months_____

b. 2 weeks-1 month_____ e. 6 months +_____

c. 1-3 months_____

16. Does the assignment you now hold or assignments you have held since entering the MOS meet your expectations? YES_____NO_____ (Additional comments on this subject are welcome).

17. Do you receive SQT training? If so, how much?_____

18. Do you use your Soldier's Manual to perform your job?_____

19. Are you assigned to a Tactical ATC unit? If Yes, did you receive enought training during school to prepare you for your job?_____

20. Does your present job require you to perform Non-Radar (Manual) approach Control tasks? _____YES _____NO

SECTION II JOB INCUMBENT TASK INVENTORY

Section II contains a listing of tasks that MOS 71P ; job incumbents may or may not perform in execution of their assigned job. Some of these tasks will require no formal training, while others will require extensive formal training. Data gathered in this questionnaire will greatly enhance the selection of tasks to be formally trained. NOTE: For the purposes of this questionnaire, formal training is either school or on-the-job training.

You are asked to make the following responses to the task inventory.

1. Make a check mark to the right of each task that is performed by personnel that you supervise. NOTE: It is highly important to this survey that you identify only those tasks that are currently performed by personnel under your direct supervision.

2. Make an appropriate Training Emphasis response, numbers 1 through 5, for each task you identified with a checkmark. Use the scale below to determine your response.

1 - Very low emphasis - no formal training recommended.

2 - Low emphasis - formal training helpful but not essential.

3 - Average emphasis - some formal training needed.

4 - High emphasis - formal training highly recommended.

5 - Very high emphasis - extensive formal training essential.

NOTE: Before assigning a training emphasis number to a task, you should consider ALL of the following items.

1. Task learning difficulty. Some tasks may be learned easily without any training, while other complex tasks may require extensive training. Normally, the more difficulty in learning the task, the more training required.

2. Task importance. How important is it to the job that the incumbent perform the task adequately? Inadequate performance of some tasks may be of no consequence while inadequate performance of others could result in loss of personnel/property. Normally, the greater the importance, the greater the training requirement.

3. Frequency of performance. How often does he perform the task in the conduct of his job? A task might be highly important and extremely difficult to learn, but would be performed so infrequently that formal training of all personnel could not be justified.

4. Immediacy of performance. How soon do you expect newly assigned personnel to be able to perform the task? Normally, the sooner you expect him to be able to perform the task, the higher the training requirements.

5. Task delay tolerance. How soon after receiving a cue to perform a task must the job holder actually perform it? As examples, a cue of two aircraft echoes converging on a radarscope would require an immediate reaction (short

delay tolerance), while a cue that created a need to file a routine report would allow a longer reaction time (longer delay tolerance). Normally, the shorter the delay tolerance, the greater the training requirements.

SPECIAL REQUIREMENTS/PERSONAL COMMENTS

This page is reserved for any comments you may have about your job or the training you received for your job. As 71P training developers, we are responsible for all 71P training whether conducted at Fort Rucker, Alabama, or through the soldier's manuals. Your comments are important to the development of this training.

RATE ONLY THOSE TASKS YOUR SOLDIERS PERFORM

PART I

MOS: 71P

	VERY LOW EMPHASIS	LOW EMPHASIS	AVERAGE EMPHASIS	HIGH EMPHASIS	VERY HIGH EMPHASIS
1. Plot maps and charts for airspace operations.	1	2	3	4	5
2. Assist in coordinating the company/ detachment flying hour program.	1	2	3	4	5
3. Determine aircraft requirements for movements of military personnel and supplies by air.	1	2	3	4	5
4. Prepare facilities for night flight operations.	1	2	3	4	5
5. Assist in the implementation/ coordination of the flying hour program (bn or higher).	1	2	3	4	5
6. Plot aircraft flights.	1	2	3	4	5
7. Schedule aircrewmembers for flights.	1	2	3	4	5
8. Schedule aircraft missions.	1	2	3	4	5
9. Post and annotate regulations, circulars, manuals, and similar documents and publications.	1	2	3	4	5
10. Type correspondence.	1	2	3	4	5
11. Maintain individual flight records folder--aviator/crewmember/noncrew-member.	1	2	3	4	5
12. Construct lost or partial individual flight records folder.	1	2	3	4	5
13. Maintain aircrew training manual records folder.	1	2	3	4	5
14. Identify the qualifications necessary for an individual to perform in a nonaviator flying status position.	1	2	3	4	5
15. Initiate noncrewmember/crewmember flight orders.	1	2	3	4	5
16. Terminate noncrewmember/crewmember flight orders.	1	2	3	4	5
17. Initiate request for award of Army aviator/crewmember designation.	1	2	3	4	5

RATE ONLY THOSE TASKS YOUR SOLDIERS PERFORM

PART I

MOS: 71P

	VERY LOW EMPHASIS	LOW EMPHASIS	AVERAGE EMPHASIS	HIGH EMPHASIS	VERY HIGH EMPHASIS
18. Initiate/maintain incentive flight pay computation.	1	2	3	4	5
19. Maintain aviator qualification board.	1	2	3	4	5
20. Maintain flying time requirement display board.	1	2	3	4	5
21. Assist in monitoring the crew rest program.	1	2	3	4	5
22. Select tactical airfield/heliport.	1	2	3	4	5
23. Assist in establishing a tactical operations center.	1	2	3	4	5
24. Erect perimeter defense obstacles.	1	2	3	4	5
25. Operate portable electrical generating equipment/light sets.	1	2	3	4	5
26. Install, operate, and maintain tactical FM radios and ancillary equipment.	1	2	3	4	5
27. Construct field expedient antennas.	1	2	3	4	5
28. Establish, enter, or leave a radio net.	1	2	3	4	5
29. Prepare BOMREP, SHELLREP, hostile fire, and NBC 1 reports.	1	2	3	4	5
30. Assist in preparing operations order.	1	2	3	4	5
31. Encode and decode messages using KTC-600 tactical operation code.	1	2	3	4	5
32. Use KAL-61B KTC 1400 numerical code to authenticate transmission and encrypt numbers and grid zone letters.	1	2	3	4	5
33. Use an automated CEOI.	1	2	3	4	5
34. Install/operate/maintain switchboard, telephone, manual.	1	2	3	4	5
35. Prepare/update friendly/enemy situation map.	1	2	3	4	5
36. Select tactical landing/pickup site.	1	2	3	4	5

RATE ONLY THOSE TASKS YOUR SOLDIERS PERFORM

PART I

MOS: 71P

		VERY LOW EMPHASIS	LOW EMPHASIS	AVERAGE EMPHASIS	HIGH EMPHASIS	VERY HIGH EMPHASIS
37.	Maintain noise, light, litter discipline.	1	2	3	4	5
38.	Set up tactical lighting system.	1	2	3	4	5
39.	Set up inverted "Y."	1	2	3	4	5
40.	Set up tactical "T."	1	2	3	4	5
41.	Process flight plans.	1	2	3	4	5
42.	Apply overdue aircraft procedures.	1	2	3	4	5
43.	Locate aeronautical data in DOD flight information publications.	1	2	3	4	5
44.	Prepare/give aircrew briefings.	1	2	3	4	5
45.	Coordinate aircraft maintenance/ servicing.	1	2	3	4	5
46.	Count daily traffic totals.	1	2	3	4	5
47.	Provide air traffic control advisory service.	1	2	3	4	5
48.	Provide flight-following service.	1	2	3	4	5
49.	Maintain status board of inbound/ outbound aircraft.	1	2	3	4	5
50.	Maintain prior permission information.	1	2	3	4	5
51.	Check accuracy of master clock by radio time signals.	1	2	3	4	5
52.	Maintain visual display of airfield information.	1	2	3	4	5
53.	Maintain aircrew navigation kits.	1	2	3	4	5
54.	Transmit aircraft arrival information to ARTCC/FSS.	1	2	3	4	5
55.	Review flight weather briefing (DD Form 175-1) for completeness.	1	2	3	4	5
56.	Review DOD international flight plan (DD Form 1801) for completeness.	1	2	3	4	5

RATE ONLY THOSE TASKS YOUR SOLDIERS PERFORM

PART I

MOS: 71P

		VERY LOW EMPHASIS	LOW EMPHASIS	AVERAGE EMPHASIS	HIGH EMPHASIS	VERY HIGH EMPHASIS
57.	Review civil flight plan (FAA Form 7233-1) for completeness.					
58.	Notify local control tower of anticipated departures/arrivals.	1	2	3	4	5
59.	Receive aircraft clearance information.	1	2	3	4	5
60.	Transmit aircraft clearance information.	1	2	3	4	5
61.	Post foreign clearance guide.	1	2	3	4	5
62.	Request foreign clearance.	1	2	3	4	5
63.	Maintain flight information counter service.	1	2	3	4	5
64.	Locate a specific geographic coordinate on a sectional aeronautical chart.	1	2	3	4	5
65.	Review DOD flight information publications (FLIP) general planning book for requirements.	1	2	3	4	5
66.	Maintain currency/quality of FLIPS in flight planning room.	1	2	3	4	5
67.	Sort/distribute current FLIPS to requiring offices.	1	2	3	4	5
68.	Inventory aeronautical charts/maps/publications.	1	2	3	4	5
69.	Interpret DOD catalog of aeronautical chart and flight information publications.	1	2	3	4	5
70.	Prepare notices to airmen (NOTAMs).	1	2	3	4	5
71.	Maintain international civil aviation organization (ICAO) documents.	1	2	3	4	5
72.	Maintain pilot information file.	1	2	3	4	5
73.	Maintain aircraft technical data files.	1	2	3	4	5
74.	Decode meteorological terminal reports (METARs).	1	2	3	4	5

RATE ONLY THOSE TASKS YOUR SOLDIERS PERFORM

PART I

MOS: 71P

	VERY LOW EMPHASIS	LOW EMPHASIS	AVERAGE EMPHASIS	HIGH EMPHASIS	VERY HIGH EMPHASIS
75. Decode NOTAMs.	1	2	3	4	5
76. Post NOTAMs/airfield condition.	1	2	3	4	5
77. Decode teletype sequence reports.	1	2	3	4	5
78. Relay weather warnings and advisories.	1	2	3	4	5
79. Receive and interpret terminal weather forecasts.	1	2	3	4	5
80. Interpret Weight and Balance Clearance Form (DD Form 365F).	1	2	3	4	5
81. Arrange aircraft parking/maintenance/refueling at destination.	1	2	3	4	5
82. Maintain airfield status boards.	1	2	3	4	5
83. Conduct required communications checks.	1	2	3	4	5
84. Operate secondary crash phone net.	1	2	3	4	5
85. Plot maps and charts for rescue operations.	1	2	3	4	5
86. Disseminate crash information to authorized personnel.	1	2	3	4	5
87. Relay runway condition reading (RCR) information.	1	2	3	4	5
88. Inspect runways for foreign objects.	1	2	3	4	5
89. Arrange for runway/taxiway/ramp sweeping.	1	2	3	4	5
90. Prepare operational hazard reports (OHR).	1	2	3	4	5
91. Coordinate flight operations activities with civilian agencies.	1	2	3	4	5
92. Route joint services support agreements for coordination.	1	2	3	4	5
93. Develop procedures for disseminating flight operation information.	1	2	3	4	5
94. Coordinate flight operations activities with other military services.	1	2	3	4	5

RATE ONLY THOSE TASKS YOUR SOLDIERS PERFORM

PART I

MOS: 71P

	VERY LOW EMPHASIS	LOW EMPHASIS	AVERAGE EMPHASIS	HIGH EMPHASIS	VERY HIGH EMPHASIS
95. Coordinate MEDEVAC.	1	2	3	4	5
96. Notify search/rescue units of aircraft accidents/incidents.	1	2	3	4	5
97. Instruct personnel in aviation safety duties.	1	2	3	4	5
98. Give administrative support in aircraft accidents investigation.	1	2	3	4	5
99. Prepare preliminary report of aircraft mishap.	1	2	3	4	5
100. Establish and maintain aviation safety reference files.	1	2	3	4	5
101. Conduct a safety survey.	1	2	3	4	5
102. Prepare crash facts message.	1	2	3	4	5
103. Maintain aircraft accident investigation kits.	1	2	3	4	5
104. Maintain organization aircraft accident/incident record file(s).	1	2	3	4	5

United States Army Aviation Center
Fort Rucker, Alabama

MOS 71P INCUMBANTS PACKET

SECTION I. BACKGROUND INFORMATION

INSTRUCTIONS: Please fill in the blanks and circle the appropriate answers...

1. NAME _____

2. GRADE/RANK: _____

3. PMOS: _____ SMOS: _____ DMOS: _____

4. Time in PMOS: _____ Years/Months

5. Time in Service: _____ Years/Months

6. Age: _____ Years

7. Duty Position:

   a. Flight Dispatcher-Fixed Base Operations _____

   b. Senior Flight dispatcher--Fixed Base _____

   c. Base Opns NCOIC _____

   d. Flight Operations Specialist _____

   e. Operations NCO _____

   f. Training NCO _____

   g. Other _____

8. Type Unit Assigned:

   a. MTO&E _____

   b. TDA _____

9. Sex: Male ____ Female ____

10. What pay grade did you hold when you entered the Flt Opns field?

    E1 E2 E3 E4 E5 E6 E7 E8 (Circle one)

11. Civilian Education Completed: (Circle one)

    Less than 12 12 13 14 15 16 16+

12. What year did you receive the training for this career field?_____

13. Approximately how much time per week do you spend providing actual Flt Opns services?

a. Less than 10 hrs _____ d. 30-40 hrs _____

b. 10-20 hrs _____ e. 40 or more hrs _____

c. 20-30 hrs _____

14. Does completion of daily routine tasks prepare you for your SQT? YES___ NO_____ (Additional comments on this subject are welcome in the personal comment section in the back of questionnaire.)

15. How much time in a 12-month period do you spend in the field (FTX, CPX, ARTEP)?

a. 2 weeks _____ d. 3-6 months _____

b. 2 weeks-1 month _____ e. 6 months + _____

c. 1-3 months _____

16. Does the assignment you now hold or assignments you have held since entering the MOS meet your expectations? YES_____ NO_____ (Additional comments on this subject are welcome).

17. Do you receive SQT training? If so, how much? _____

18. Do you use your Soldier's Manual to perform your job? _____

19. Are you assigned to a Tactical unit? If yes, did you receive enough training during school to prepare you for your job? _____

GRADE/RANK_____

1. Do you feel you were adequately prepared in school to perform tactical flight operations tasks?

2. If not, what training would have better prepared you to perform tactical tasks?

3. Where did you learn to set up the tactical equipment?

4. What tasks do you find the hardest to perform?

5. What areas do you have the most difficulty in (maintain, install, operate, etc.)?

6. Are you presently assigned in a fixed base operations? Have you ever been?

7. Does your unit participate with, or support other units during training exercises? How?

8. Have you ever worked in an FOC/FCC? If you have, where did you receive your training?

9. How soon after reaching the tactical site were you operational?

10. How much actual training on tactical equipment and flight operations procedures are you receiving now?

11. After the equipment is operational, how much time is spent working with the equipment?

12. Do you know how or why the equipment works the way it does?

13. When setting up the equipment, is the TM followed or do you deviate from it? If you deviate from the TM, how?

14. Do you perform operators maintenance on equipment?

a. How often?

b. Where did you learn to perform the maintenance?

c. Do you use TM?

d. Do you deviate from TM? If so, how and why?

15. Do you know the safety precautions associated with each piece of equipment?

JOB DATA WORKSHEET

JOB TITLE: (CIRCLE ONE) 93H 93J 71P INCUMBENT: _____ OBSERVER: _____

DUTY POSITION: _____ SKILL LEVEL: _____ DATE: _____ PAGE ____ OF ___

ITEM	TASK/ ELEMENT	CONDITIONS EQUIP/REF/LOC/REQ SUP/ETC	CUES START/STOP	STANDARDS	NOTES

JOB DATA WORKSHEET

JOB TITLE: (CIRCLE ONE) 93H 93J 71P INCUMBENT: _____ OBSERVER: _____

DUTY POSITION: _____ SKILL LEVEL: _____ DATE: _____ PAGE _____ OF _____

ITEM	TASK/ ELEMENT	CONDITIONS EQUIP/REF/LOC/REQ SUP/ETC	CUES START/STOP	STANDARDS	NOTES

ANNEX D

DOAT ACADEMIC CRITIQUE FORM

DOAT ACADEMIC CRITIQUE FORM

COURSE: _____

CLASS: _____

NAME: _____
(OPTIONAL)

SUBJECT	INSTRUCTOR QUALITIES								SUBJECT MATTER CONTENT			
	PREPARATION	ENCOURAGE QUESTIONS/DIS.	ATTITUDE/ ENTHUSIASM	CLASS MANAGEMENT	ASSISTANCE PROVIDED (PE,PT, and SELF PACED)	TRAINING AIDS	HANDOUT MATERIAL	LEARNING SEQUENCE	ADEQUATE TIME	ACHIEVE LEARNING OBJECTIVES	EXAMINATION (S)

RATING SCALE

5=OUTSTANDING

4=ABOVE AVERAGE

3=AVERAGE

2=BELOW AVERAGE

1=UNSATISFACTORY

WRITTEN COMMENTS: _____

USAAVNC (DOT-DOAT) Fm 341, 1 Apr 79

USE REVERSE SIDE IF REQUIRED

WRITTEN COMMENT CONT:

ANNEX E

EXCERPT FROM THE AVIATION CENTER

TRAINING ANALYSIS AND ASSISTANCE TEAM (ACTAAT)

CONSOLIDATED REPORTS - FEBRUARY 1980 THROUGH AUGUST 1981

71P FLIGHT OPERATIONS

(1) ISSUE: It was recommended that USAAVNC training developers analyze worldwide 71P requirements to determine if the 71P AIT program should include ICAO instruction proportional to the ICAO/ FAA personnel requirements of the overall force.

COMMENT: The training POI for the 71P AIT students is developed by USAAVNC using input from sources worldwide and is approved by TRADOC. The overall policy has been to identify those areas of training that apply Army wide. Some training that is peculiar to certain units or areas is more effectively taught under the OJT system. One of the problems in maintaining specialized training is the inability of the school to maintain currency as changes in procedures take place. (Directorate of Training Developments)

(2) ISSUE: There are two discernable divisions of the 71P MOS. Force requirements dictate that 71P personnel be assigned in TDA or TOE positions. These positions require different sets of skills. The SQT for this MOS should be tailored to emphasize the tasks peculiar to the two different roles.

COMMENT: The concept of two or more SQT tests tailored to current assignment of 71Ps is not realistic nor desirable. The same justification could be applied to the command levels of assignment, i.e., company, battalion, division, etc., and conceivably geographical areas such as Europe, Asia, the Arctic, or the Tropics. Each situation requires emphasis on some skills more than others. MOS testing should be, and is, designed to test the overall skills of the soldier to insure competence for assignment worldwide. (Directorate of Training Developments)

(3) ISSUE: The current 71P SQT requires service members to successfully complete tasks involving DD Forms 175 and 175-1. Personnel assigned to USAREUR do not use this flight plan form and feel their SQT should be amended to test the international flight plan form.

COMMENT: The 71P soldiers were tested on the processing of DA Form 175 during the Skill Component (SC) portion of the SQT. The 1801 international flight plan has been identified as a critical task. Thus the 1801 international flight plan will appear in the 1983-84 edition of the 71P Soldier's Manual. The present MOS's structure in USAREUR for 71P is approximately 25% of the total 71P MOS population. Of those approximately 15% of the 71Ps handle flight plans. Additionally, USAREUR is the only area that handles the 1801 flight

plans exclusively. All other units in the Army use the DD Form 175 flight plan except for the few international flights that are conducted by Army aircraft. Proposing a change to the SQT for approximately 15% of the total force is considered counterproductive. (Directorate of Training Developments)

(4) ISSUE: 71P personnel need additional training in the following subject areas: (a) Map Reading, (b) Use of ICAO flight plans, (c) Set up and operator maintenance of the AN/VRC-47 and 49 radios and RC-292 antenna, (d) Set up an operation of command security devices and (e) Procedures for issuing flight status orders for crew member and noncrew member personnel.

COMMENT:

(a) Map Reading. The course presently consists of three hours of basic map reading; four hours of situation map plotting to include tactical military symbols and approximately eight hours in a tactical situation revising tactical maps during training exercises. Set up and operator maintenance of the AN/VRC-47 and 49 radios and RC-292 antennas. The course presently consists of instruction for operation of the AN/VRC-46/47. Operation of the AN/VRC-49 radio is not identified as a task by the 71P Soldier's Manual dated 21 October 1981.

(b) ICAO procedures should be an on-the-job training function in order to maintain currency of local agreements with foreign governments.

(c) Students are trained in the setup, operation, and operator maintenance of the AN/VRC-47 and AN/VRC-49 radio. They are also introduced to the four procedures for erection of the RC-292 antenna which is identified as an OJT function by the commander's manual.

(d) Install and operate speech security equipment TSEC/CY-38 is identified as an OJT function by the commander's manual.

(e) Identify the qualifications necessary for an individual to perform in a nonaviator flying status position and initiate noncrew member flight orders are identified as Skill Level 2 tasks by the commanders manual. (Directorate of Training Developments)

(5) ISSUE: Current 71P graduates are inadequately familiarized with clerical skills required in the unit. Specific tasks supervisors would like to see presented at TRADOC include: (a) Enlisted Flight Records System, (b) DA Form 759 (Individual Aviator Training Record) Closeout (Remarks Section), (c) Logging ATM iterations,

(d) Disposition of the DA Form 2408-12, (e) Flight Status Orders, and (f) Medical Restrictions.

COMMENT. All items listed are covered in present training for 71P10s and Advanced Non-Commissioned Officer Education System (ANCOES). Flight records and Individual Aviator Training Records (IATRs) are taught in existing programs of instruction in the 71P resident course. These subjects are tested upon completion, reviewed, reinforced and retested on the End-of-Course Examination. The results of the End-of-Course Examination on Flight Records has been disappointing. This has resulted in the extensive review and reinforcement program presently instituted. (Directorate of Training Developments)

(6) ISSUE: Supervisors of recent graduates interviewed recommended that additional time at WOLFPIT (Tactical Training Site) be added to the course. In addition they felt the retention of the "weather" block of instruction was marginal. They attributed the student's lack of retention to the method of instruction. They suggested a combination of self-paced and platform instruction be considered for this portion of the course.

COMMENT: The instructional time at WOLFPIT has been reviewed and is considered sufficient to meet the training objective. The instructors are working on a handout for the students to assist them in the procedures for operating at WOLFPIT. The weather instruction is self-paced and each student is issued a programed text to complete. Instructors are available at all times to assist the students with any problems they might have. Discussions were held within the Directorate of Training Developments on the subject of adding platform instruction to the weather phase. While no decision has been made, DTD will continue to monitor this situation. (Directorate of Training Developments)

(7) ISSUE: Supervisors of recent 71P graduates felt that radio phraseology was an important task within the 71P skills. They stated that the graduates were extremely weak at this task. Supervisors felt that more practice on the radio would alleviate this problem.

COMMENT: Phase IV of the 71P POI is 21 hours. It includes a 7 hour introduction to the AN/VRC-46 radio and 7 hours on Communications Electronics Operating Instructions (CEOIs). The time allocated to these two subjects is considered adequate for the students to learn the primary radio operation and phraseology. The student can apply this knowledge during a 3 day training exercise at WOLFPIT.

Students utilize their newly acquired knowledge by talking to and keeping track of student pilots in the USAAVNC tactical training area. (Directorate of Training and Doctrine)

(8) ISSUE: Supervisors stated the recent graduates were arriving at the unit with less than adequate knowledge about flight records; i.e., how to post updates, close-outs, the organization of the flight records, and proper entries for the remarks section. Supervisors stated that the graduates needed more training in this area prior to their first assignments.

COMMENT: The 71P students will receive more intensive training on the DA Form 3513 to increase their level of proficiency upon graduation. Fourteen (14) hours on flight records and two (2) hours on the Aviation Training Record is being conducted. The USAAVNC has initiated a program wherein the 71P students work with actual DA Form 2408-12 and aviator training records during field duty at the WOLFPIT training site. This training will facilitate the students' retention of training on the aviator training records and the use of the DA Form 2408-12s. (Directorate of Training and Doctrine)

(9) ISSUE: A 71P, preparing for the SQT level 3, noted the following test notice tasks that he had never been taught nor had he performed.

(a) Prepare an aircraft accident plan.
(b) Prepare and maintain a duty roster.
(c) Prepare a crash facts message.
(d) Select tactical LZ/PZ site.
(e) Prepare a draft letter of agreement.
(f) Prepare an operations letter.
(g) Prepare an operations order.
(h) Prepare hostile fire reports.
(i) Requisition flight publications.
(j) Prepare an enlisted evaluation report.
(k) Prepare and interpret NOTAMS.
(l) Erect and dismantle RC 292 antenna.

COMMENT: These tasks have been identified as SL-2/3/4 tasks and, as such, are not included in the 71P AIT course. These tasks are included in the 71P ANCOC. For those individuals at SL-3 who have not been selected by DA for attendance at the ANCOC, training in these tasks is the responsibility of the soldier, the soldier's supervisors, and the soldier's commanders, as stated in Section 1 of the Soldier's Manual. Though all tasks are not performed by all 71Ps in all duty positions, they are considered critical to the 71P

MOS for the successful mission performance. The task "Prepare and Interpret NOTAMS" has been, and is being taught in AIT at Skill Level 1. Erect and dismantle the RC 292 antenna is also being taught as a Skill Level 1 task. The remainder of training for all tasks is referenced in the Soldier's and Commander's Manuals. These tasks are listed as Skill Level 2 and 3 training - unit training, self-study, on-the-job training, or job performance aids. Also, performance measures, in themselves, provide some training. Most task references list available training materials the soldier can get to be trained in the particular task. Also, the ACCP catalog contains subcourses which teach the majority of the tasks listed. The Soldier's Manual listed the specific references used to construct the task performance measure. (Directorate of Training Developments)

(10) ISSUE: Service member mentioned in Issue 9 further stated that he was rarely (once a month average) called upon to perform the following tasks:

(a) Interpret weather sequence reports.
(b) Interpret terminal weather forecasts.
(c) Disseminate NOTAMS.
(d) Use General Planning Book.
(e) Use VFR and IFR supplements.

COMMENT: Though these tasks may be performed rarely in certain 71P positions, they have been selected as critical tasks. In another job assignment, the job holder may perform these particular tasks on a daily basis. Interpret weather sequence reports is no longer a 71P task.

(11) ISSUE: Recent graduates of the 71P course felt that instructors did not spend as much time with the students as necessary. One example they used was typing instruction. If someone fell behind, they were given more TEC tapes to review and a timed test rather than instruction tailored to their personal needs.

COMMENT: The specific phase of training in which a student uses TEC tapes and is given a timed examination is the typing phase. The instructional material, tapes, and TEC lessons are designed for individual instruction under the self-paced school program. Instructors continually monitor students and provide assistance, and when necessary, extra training is provided when performance or progression indicates a problem or a slow learner. (Directorate of Training and Doctrine)

(12) ISSUE: Three 1978 graduates of the 71P course stated that they received little or no training in the following areas which they are

required to perform daily.

(a) Not enough typing training. (This was confirmed by the supervisor.)

(b) There was no training on mission symbols used on the DA Form 2408-12.

(c) Graduates were not taught what to do for lost/missing DA Form 759s.

(d) Graduates reported that they received insufficient training on "remarks" section entries for closing an individual's flight records. AR 95-1 was deemed inadequate in this area.

(e) There was no training in the ATMs. Because the ATM coordinator is an additional duty, 71Ps frequently end up keeping the ATM records. The 71Ps interviewed all stated that they knew nothing of ARLs, FACs or ATM SFTS requirements when first assigned, but were frequently asked about them.

(f) There was no training on Enlisted Flight Records, AR 600-106, although 71Ps are required to deal with the regulation daily.

(g) There was no training on how to use the DOD Pay Manual, although, daily, 71Ps are required to determine if an enlisted member has met the criteria for flight pay.

(h) There was no instruction on how to prepare flying hour reports.

(i) There was little or no instruction on how to use Communications Security (COMSEC) equipment. A new 71P graduate was told to key the aircraft KY-28, but had no idea as to what to do.

COMMENT:

(a) The present typing requires a minimum typing speed of 15 words a minute without error. Each student must receive a "GO" on this task. Students are required to demonstrate competence to Soldier's Manual standards on typing a military letter, non-military letter, disposition form and memorandum.

(b) The DA Form 2408-12 mission symbols are a supporting knowledge in task #011-141-1037, Post 759-1's. Review of lesson plan reveals that training has been and continues to be conducted in this area. Instruction is also included in a programed text.

(c) This instruction is provided via a programed text which is utilized in the 71P course. Detailed instructions are also included in AR 95-1, page 7-2, paragraph 7-14.

(d) Training in "remarks" section of DA Form 759 has been updated and established at Skill Level 1 standards. The 759 standard remarks are identified by task #011-141-1038 and are included in FM 1-71P 1/2/3, Flight Operations Coordinator.

(e) The ATM is now a critical task and is being taught in 71P training. The present course provides training on "Individual Aircrew Training Records" Task #011-141-1039, a new critical task #011-141-1041, "Complete Aircrew Training Record" has been designated by the 71P Soldiers Manual and will be incorporated in the resident course.

(f) This task, #011-141-2040, is included in FM 1-71P 1/2/3, as a Skill Level Two task and is not taught in 71P AIT. Enlisted flight records are handled exactly like officers' flight records in the unit.

(g) This task is not identified as a SL 1 task (SL 2 in 1980 SM) and not taught in 71P AIT.

(h) The format and content of a flying hour report is determined by local SOP. These tasks have been identified as SL 2 and 3 tasks in 1980 SM. Training on these tasks is scheduled for fielding in 3d Quarter, FY 81, timeframe.

(i) COMSEC equipment is not taught in the AIT Course due to the classified nature of the equipment. Currently, there is no security clearance requirements for attendance at the 71P course. The most appropriate site for this training is Formal-on-the-Job Training (FOJT). (Directorate of Training Developments)

(13) ISSUE: Reporting procedures (i.e., bomb reports, situation reports, and NBC reports).

COMMENT: These tasks are Skill Level 3 critical tasks and recommended for training via JPA. The revised POI teaching these tasks has not been in effect for a sufficient time to evaluate its effectiveness. At present, only five students have attended and completed the course. (Directorate of Training Developments)

(14) ISSUE: Operations orders (developing drafts into the proper operations order format).

COMMENT: This task is being taught in the revised Skill Level 3 POI. (Directorate of Training Developments)

(15) ISSUE: Supervisor comments indicate that the 71P Skill Level 1 graduate is able to do the job. They were critical of the reclassified NCO being trained at Skill Level 1 only.

COMMENT: There is no requirement to train the reclassified NCO above Skill Level 1. The reclassified NCO will have some supervisory

skills by virtue of his rank and previous duties. The unit will have to train the reclassified NCO in additional skills unique to the 71P job requirements. (Director of Training Developments)

(16) ISSUE: Supervisors would like the institution to initiate the security clearance for graduates prior to their departure from school. The lack of security clearance restricts the graduate from being fully utilized until the clearance can be obtained.

COMMENT: USAAVNC has attempted, for several years, to initiate security clearances during student inprocessing. This has not proven practicable in many cases, since students generally graduate and depart prior to finalization of security clearances. Not all personnel require security clearances. Army commands should notify MILPERCEN of those jobs requiring security clearances so that MILPERCEN and USAAVNC can initiate the required actions. (Directorate of Training Developments)

(17) ISSUE: Unit training personnel request that TRADOC produce an exportable training package designed to assist them in implementing and monitoring an On-The-Job Training Program for personnel and junior NCOs who migrate into the 71P MOS.

COMMENT: A system of exportable packages for training 71P at several skill levels is presently under development at USAAVNC. These training systems are designed to include instructor guides and all training aids necessary to present the same material that is presented in the resident courses. At the present time, part of the exportable package is complete. The completion date is shown below for the entire package. NOTE: TEC lessons are complete.

Army Correspondence Program

71P10	Complete
71P20	FY 84
71P30	FY 84
71P40	FY 84
71P50	FY 84

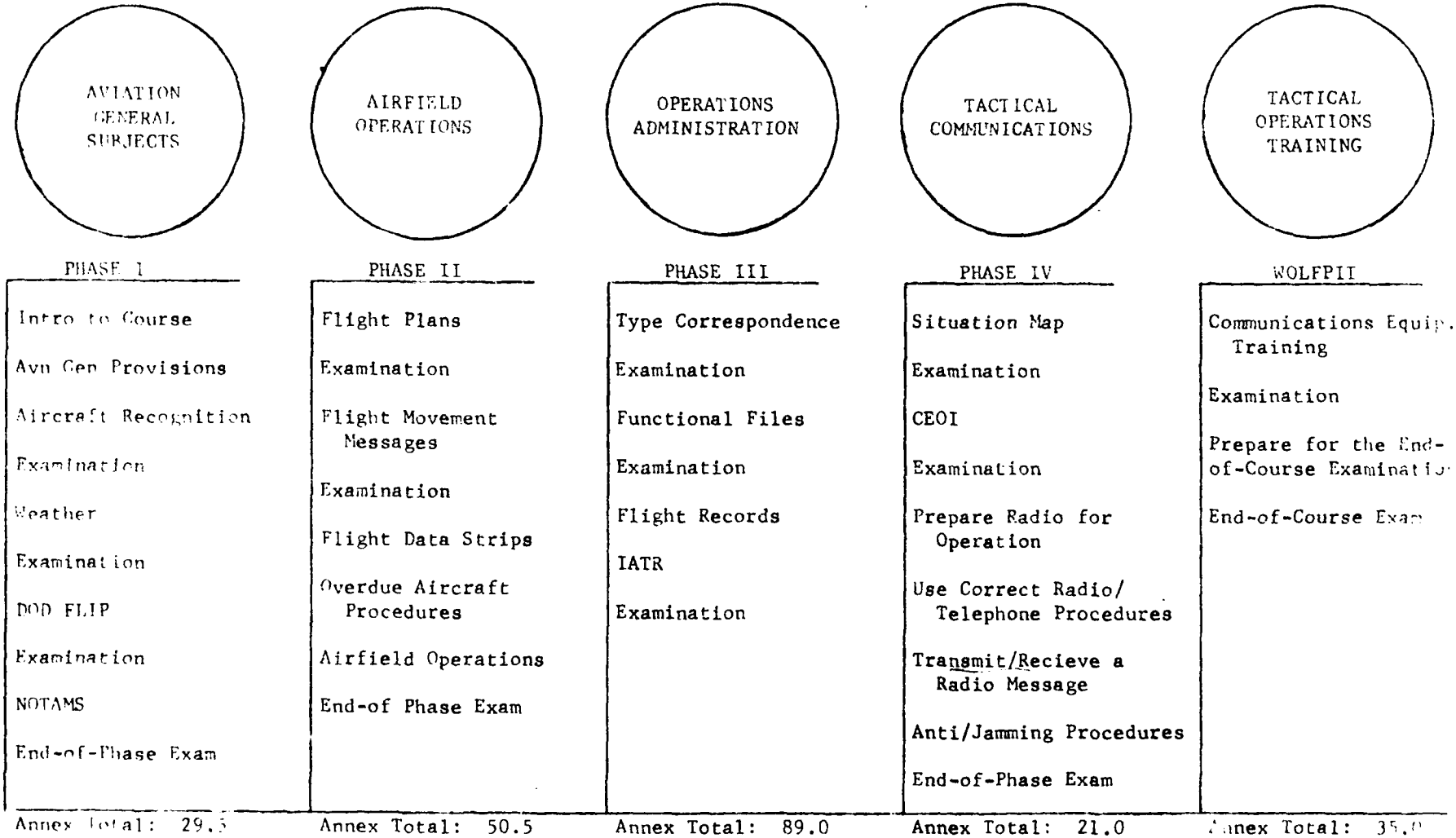
(Directorate of Training Developments)

ANNEX F

FLIGHT OPERATIONS COORDINATOR

COURSE PHASE BREAKOUT

FLIGHT OPERATIONS COORDINATOR COURSE



ANNEX G

COURSE DATA

FOR FY 82 GRADUATES

COURSE DATA FOR
FY 82 GRADUATES AS OF 1 OCT 82
(223 STUDENTS)

Training Time	Down-Time	Absent Time	Programed Time: 233 Hrs % Over	Programed Time: 233 Hrs % Under	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
193.8	10.0	23.9		16.8															X
225.3	.0	18.0		3.3					X		X								
148.4	.0	27.0		36.3							X							X	
157.6	3.4	.0		32.4															
184.9	7.5	8.0		20.6		X*			X		X					X			
144.6	6.8	8.3		38.0							X								
211.1	7.9	10.0		9.9								X			X				X
180.9	1.3	8.5		22.4															
152.3	.0	.0		34.6															
127.8	.3	2.0		45.2														X	X
186.2	1.0	.0		20.1															
219.8	.7	22.1		5.7		X						X			X*	X		X	
194.7	6.2	4.0		16.4							X								X
174.6	.4	.0		25.1														X	X
190.2	1.8	4.3		18.4															X

Training Time	Down-Time	Absent Time	Programmed Time: 233 Hrs % Over	% Under	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
227.7	4.9	.0		2.3					X			X						X	X
192.9	.0	8.7		17.2		X	X		X*		X								
224.2	16.9	4.0		3.8								X			X				
254.6	.0	15.6	9.3				X		X*	X	X*					X	X		X
212.9	.0	.0		8.6					X		X*		X						
178.2	21.0	7.5		23.5															
184.0	0	11.3		21.0					X		X				X				
288.3	1.9	1.5	23.7								X	X							X
216.6	.0	3.5		7.0							X								X
194.9	1.0	2.0		16.4					X		X							X	X
187.8	8.3	14.0		19.4															X
275.9	.0	28.6	18.4			X			X		X		X**						
250.8	13.0	.0	7.6				X				X*	X				X			
184.6	3.5	7.4		20.8															
209.2	.0	.0		10.2															X
121.2	.0	.0		48.0															
173.5	1.9	4.5		25.5		X													X

G-2

Training Time	Down-Time	Absent Time	Programed Time: 233 Hrs % Over	% Under	EXAMINATIONS FAILED (EA2 was combined with EA1, EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
181.9	.0	5.0		22.0							X								
176.6	.0	.0		24.2															
157.2	.5	1.5		32.5				X	X		X		X					X	
179.2	3.0	17.0		23.1															
182.6	1.0	8.2		21.6				X											X
172.4	10.3	.0		26.0					X										
162.4	1.5	3.0		30.3							X								
146.2	.0	36.4		37.3															
164.1	18.2	20.0		29.6															X
210.3	.3	.0		9.7								X							X
163.5	.5	8.8		29.8															
130.5	.0	1.8		44.0					X										
133.5	6.0	.0		42.7					X		X							X	X
120.4	.3	4.0		48.3							X								
345.4	7.0	77.1	48.2				X				X*	X	X		X*		X		X**
167.2	6.9	3.1		28.2								X							
157.0	4.2	7.7		32.6											X				X

C-3

Training Time	Down-Time	Absent Time	Programed Time: 233 Hrs % Over	% Under	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
153.6	.0	.0		34.1															
179.1	.2	1.0		23.1					X										
224.9	.8	4.9		3.5													X		
212.9	20.0	1.5		8.6								X				X			
165.0	.0	.0		29.2							X								
133.6	2.4	17.7		42.7															X
204.8	.0	3.3		12.1							X				X				
145.5	5.9	.0		37.6		X													
258.7	.0	.0	11.0					X	X		X	X			X				X
180.5	.0	.0		22.5		X					X	X							X
164.9	.0	.0		29.2															
194.1	6.3	.0		16.7					X		X*						X	X	X
165.7	4.8	.0		28.9												X		X	X
135.0	1.8	10.5		42.1															
285.8	.0	2.5	22.7			X	X*					X*	X		X*		X		
188.5	3.0	7.8		19.1					X										
160.8	7.7	.5		31.0					X				X					X	

Training Time	Down-Time	Absent Time	Programed Time: 233 Hrs % Over	% Under	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
145.0	.5	.0		37.8											X				
134.7	.0	.0		42.2														X	
218.7	2.0	15.0		5.7							X							X	X
182.8	.0	.0		21.5					X										
140.1	.0	8.5		39.9															
178.7	21.0	22.5		23.3															
209.8	8.2	5.5		10.0					X										
160.4	.5	25.6		31.2															X
156.7	8.0	6.5		32.7															X
182.6	1.9	.0		21.6															X
169.1	.5	10.0		27.4															
139.6	.9	.0		40.1					X										
209.8	.0	.8		10.0					X										
153.1	6.1	.0		34.3					X										
167.0	.0	10.0		28.3			X		X*										
254.7	.0	22.6	9.3								X								
224.6	2.6	3.8		3.6		X			X						X			X	

C-5

Training Time	Down-Time	Absent Time	Programed Time: 233 Hrs % Over	Programed Time: 233 Hrs % Under	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
176.5	7.0	.0		24.2					X		X		X		X				
171.3	.0	32.0		26.5					X*										
158.2	.0	5.3		32.1					X				X					X	
228.0	1.0	.0		2.1					X		X	X							X
190.6	1.5	.0		18.2							X		X					X	
158.5	6.1	4.0		32.0					X						X				
250.4	2.0	24.9	7.5			X	X		X	X	X*		X			X			
205.6	7.1	.0		11.8					X		X			X			X		X
194.0	1.1	4.5		16.7							X				X	X			
102.3	1.1	.0		56.1															
185.6	14.0	16.1		20.3					X		X*								
240.2	1.0	2.0	3.1					X			X								X
240.5	2.2	13.0	3.2						X		X							X	X
154.2	78.0	24.3		33.8															
145.2	2.7	125.2		37.7											X				
238.8	1.5	.4	2.5																X
181.6	.0	2.9		22.1					X*										X

AD-A166 258 FLIGHT OPERATIONS COORDINATOR COURSE (71P) EVALUATION (U) ARMY AVIATION CENTER FORT RUCKER AL DIRECTORATE OF EVALUATION AND STANDARDIZATION S M GODWIN NOV 82 2/2

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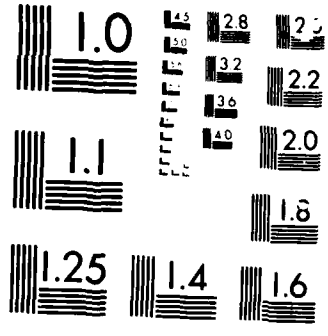

MICROCOPY RESOLUTION TEST CHART

Training Time	Down-Time	Absent Time	Programed Time: 233 Hrs % Over	% Under	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
151.4	16.0	.0		35.0						X									
184.0	2.8	2.5		21.0										X					
167.3	.0	5.0		28.2		X	X		X										X
142.8	2.0	3.0		38.7															
156.5	6.0	.0		32.8							X								
161.8	.0	.0		30.6					X		X							X	X
165.7	5.8	7.6		29.0											X				
170.8	1.0	.0		26.7															
275.4	1.8	1.5	18.2									X*							
236.8	5.0	25.5	1.6						X*										
169.4	1.0	5.0		27.3										X					
219.3	1.7	3.5		5.9					X						X				
186.8	2.7	10.0		19.8															X
146.5	1.2	.0		37.1					X										
229.7	3.4	9.0		1.4					X		X				X				
229.0	.0	.0		1.7					X		X		X						X
162.8	.0	5.5		30.1									X		X				

G-7

Training Time	Down-Time	Absent Time	Programed Time: 233 Hrs % Over	% Under	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
196.6	2.3	21.0		15.6															
217.5	3.8	15.3		6.7				X	X		X		X					X	
160.5	.0	.0		31.1															
219.2	.0	3.5		5.9															X
171.4	5.6	.0		26.4					X				X						X
180.3	.0	12.5		22.6							X					X			
113.3	.9	.0		51.4															
256.0	12.3	.0	9.9								X	X			X				X
146.9	.0	.0		37.0							X								
170.3	.0	.0		26.9															
217.0	12.8	19.6		6.9			X		X		X		X		X				X
195.3	.0	4.9		16.2															
209.7	17.4	11.0		10.0															X
257.4	.0	9.0	10.5						X		X**		X		X	X	X		
195.6	8.2	11.0		16.1															X
143.8	.0	.0		38.3					X						X				
125.2	5.5	.0		46.3					X										

Training Time	Down-Time	Absent Time	Programed Time: 233 Hrs Over	% Under	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure														
					EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
175.2	.0	.0		24.8					X		X								X
189.7	.0	13.2		18.6							X		X					X	
241.9	.0	8.5	3.8						X		X								
172.7	.0	.0		25.9									X						
124.3	.0	1.0		46.7					X										
195.7	.0	15.4		16.0					X										
157.2	.6	8.8		32.5		X			X		X								
106.8	2.3	.0		54.2															X
165.4	3.0	.0		29.0		X					X				X				
192.5	5.2	.0		17.4															
167.5	.0	.0		28.1															
200.9	.5	.0		13.8		X													
132.6	6.0	.0		43.1							X				X				
204.9	1.5	.0		12.1					X		X		X		X				
137.6	.0	7.1		40.9											X				
298.4	7.0	6.0	28.1			X			X		X								
123.3	2.2	.0		47.1															X

Training Time	Down-Time	Absent Time	Programed Time: 233 Hrs % Over	% Under	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
138.5	7.0	.0		40.6					X						X				
150.5	.0	.0							X										
226.3	21.0	8.8		2.9			X		X										
105.0	.0	9.5		54.9					X										
130.8	2.4	7.6		43.9															
222.5	.0	4.5		4.5					X						X	X		X*	
117.6	7.0	3.2		49.5					X*										
138.0	1.0	.0		40.8					X										
175.3	3.9	.0		23.8							X				X				
195.8	3.9	.0		16.0					X										
185.3	4.8	.0		20.5															
193.9	.0	39.5		16.8			X	X	X		X*								
144.0	1.8	4.0		38.2					X									X	
179.0	.3	.0		23.2														X	
176.6	27.0	16.9		24.2					X		X								
192.3	7.7	.0		17.5							X								X
203.6	1.5	4.0		12.6					X										

Training Time	Down-Time	Absent Time	Programed Time: 233 Hrs % Over	% Under	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
185.4	4.2	.0		20.6							X								
211.2	3.8	2.5		9.4					X		X	X			X				
159.4	3.9	.0		31.6					X										X
107.1	1.5	.0		54.0															
196.2	.0	10.3		15.8											X				
166.7	7.7	5.5		28.5															X
178.9	.0	25.5		23.2															
155.4	5.0	.0		33.3															
162.3	2.0	21.0		30.3					X		X		X						X
201.8	.0	.0		13.4				X										X	X
217.1	.1	3.0		6.8					X		X	X							
123.4	.0	.0		47.0															
182.5	6.8	.0		21.7							X					X			X*
206.7	1.8	.0		11.3															
163.9	.8	68.2		29.7					X										
152.6	7.1	8.5		34.5					X			X							X
227.2	.5	29.3		2.5					X		X			X	X				

Training Time	Down-Time	Absent Time	Programed Time: 233 Hrs % Over	Programed Time: 233 Hrs % Under	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
205.3	1.1	5.5		11.9					X		X				X			X	X
199.8	13.4	17.8		14.2					X		X								X
187.2	21.0	25.5		19.7					X	X				X			X	X	
176.5	.7	4.0		24.2					X										
172.3	.0	24.0		26.1					X		X*						X		
157.6	10.2	17.5		32.4															
210.5	.0	.0		9.7					X		X								
140.8	.0	2.4		39.6							X								
108.6	.0	3.9		53.4															
107.3	6.7	.0		53.9															
235.7	3.0	50.0	2.2								X*					X*			X
151.6	14.0	42.1		34.9					X										
119.8	4.9	12.5		48.6					X										X
231.7	1.5	45.4		.6			X		X		X*				X			X	X
171.9	4.4	.0		26.2															
206.1	.6	161.8		11.5					X*								X		X
142.7	2.8	5.2		38.8															

Training Time	Down-Time	Assignment Time	Programed Time: 233 Hrs % Over	% Under	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
141.7	1.8	2.5		39.2															
235.0	.0	.0	1.0												X				X
135.6	.0	17.0		41.8														X	
181.1	.0	31.5		22.3					X									X	
234.9	.0	22.0	1.0				X		X						X			X	X
135.4	6.0	3.5		41.9														X	
180.9	.5	19.5		22.4							X				X				X
228.0	.0	9.5		2.1				X			X*	X					X		
151.5	1.5	.0		35.0															
268.9	1.6	10.5	15.4		X														
167.2	9.5	.0		28.2															
176.0	1.3	8.5		24.5															
127.8	1.5	.0		45.2															X
260.2	7.0	.0	11.7				X		X										X*
154.6	.0	.0		33.6															
197.8	1.4	5.3		15.1					X		X		X						
181.9	.0	.0		21.9															

Training Time	Down-Time	Absent Time	Programed Time: 233 Hrs		EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure														
			% Over	% Under	EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17
174.1	2.5	.0		25.3															
121.3	5.0	.0		47.9							X								
187.4	3.0	.0		19.6															
274.4	.3	21.1	17.8				X		X	X	X*	X				X		X	X*
Average Per Student:																			
182.31	3.68	8.79		21.8															

G-14

ANNEX H

COURSE DATA

FOR FY 82 ELIMINATIONS

COURSE DATA FOR
FY 82 ELIMINATIONS AS OF 1 OCT 82
*(16 STUDENTS)

Training Time	Down-Time	Absent Time	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure														*Elimination Code
			EA1	EA3	EA4	FA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17	
34.1	.0	3.7	X	X	X**													A
155.3	.0	50.1			X		X*	X*	X	X*								A
23.0	21.5	2.5		X	X**													A
135.1	5.6	43.5					X*	X	X*	X**								A
91.6	2.5	2.2	X	X	X*		X		X**									A
40.9	1.5	8.5																P
58.2	.0	17.5				X	X*											K
103.9	.0	7.3					X*		X*									A
15.9	.0	.0																K
121.4	.0	.0		X		X	X*	X	X**									A
143.1	.0	26.3	X	X*					X*									Z
113.1	12.5	1.8	X	X*	X		X*	X	X									A
355.8	5.1	47.7			X		X		X*		X*		X*				X**	A
103.1	.0	22.8			X	X	X		X									J

*NOTE: Records were not available for 5 of the eliminated students.
Three of these were for Academic; two were for Misconduct.

Training Time	Down-Time	Absent Time	EXAMINATIONS FAILED (EA2 was combined with EA1; EA16 was not administered) X = 1st failure, X* = 2d failure, X** = 3d failure														*Elimination Code
			EA1	EA3	EA4	EA5	EA6	EA7	EA8	EA9	EA10	EA11	EA12	EA13	EA14	EA15	EA17	
215.2	24.5	43.7																K
132.2	22.5	1.0			X**		X		X**									A

Average Per Student:

115.66 5.98 17.41

*Elimination Codes:

A - Academic
J - Medical
K - Misconduct or Character Deficiency
P - Positive Urinalysis
Z - Training Discharge Program of Expeditious Discharge Program

H-2

ANNEX I

RECAPITULATION

OF EXAMINATION FAILURES

RECAPITULATION OF EXAMINATION FAILURES
(EA2 was combined with EA1; EA16 was not administered)

Exam	Graduate Failures (223 Students)							Elimination Failures (16 Students)							Overall Failures (239 Students)						
	First Failure		Second Failure		Third Failure		Tot	First Failure		Second Failure		Third Failure		Tot	First Failure		Second Failure		Third Failure		Tot
	#	%	#	%	#	%	#	#	%	#	%	#	%	#	#	%	#	%	#	%	#
EA1	1	.4					1	4	25.0					4	5	2.1					5
EA3	14	6.3	1	.4			15	6	37.5	2	12.5			8	20	8.4	3	1.3			23
EA4	16	7.2	1	.4			17	8	50.0	4	25.0	3	18.8	15	24	10.0	5	2.1	3	1.3	32
EA5	8	3.6					8	3	18.8					3	11	4.6					11
EA6	89	39.9	8	3.6			97	10	62.5	6	37.5			16	99	41.4	14	5.9			113
EA7	5	2.2					5	4	25.0	1	6.3			5	9	3.8	1	.4			10
EA8	76	34.1	14	6.3	1	.4	91	10	62.5	7	43.8	3	18.8	20	86	36.0	21	8.8	4	1.7	111
EA9	21	9.4	2	.9			23	2	12.5	2	12.5	1	6.3	5	23	9.6	4	1.7	1	.4	28
EA10	21	9.4	1	.4	1	.4	23	1	6.3	1	6.3			2	22	9.2	2	.8	1	.4	25
EA11	5	2.2					5								5	2.1					5
EA12	39	17.5	3	1.3			42	1	6.3	1	6.3			2	40	16.7	4	1.7			44
EA13	14	6.3	1	.4			15								14	5.9	1	.4			15
EA14	11	4.9					11								11	4.6					11
EA15	32	14.3	1	.4			33								32	13.4	1	.4			33
EA17	67	30.0	4	1.8	1	.4	72	1	6.3	1	6.3	1	6.3	3	68	28.5	5	2.1	2	.8	75

NOTE: The rate of failures is higher for eliminated students than for graduates for all examinations through EA9, then reverses to a lower rate because most eliminations had occurred at this point. This is an important consideration when looking at overall failure percentages. The percentages given are based on total graduates and eliminated students (239), rather than the actual number who attempted each examination. Therefore, failure percentages for the latter examinations would be higher if based on the actual number of students who attempted each examination.

ANNEX J

DISTRIBUTION

ANNEX J
DISTRIBUTION

Commander
US Army Military Personnel Center
ATTN: DAPC-MSP-S
200 Stovall Street
Alexandria, VA 22332 2

Commander
US Army Training and Doctrine Command
ATTN: ATTNG-EV
Fort Monroe, VA 23651 2

Commandant
US Army Air Defense School
ATTN: Director of Evaluation
Fort Bliss, TX 79916 1

Commandant
US Army Armor School
ATTN: Director of Armor Force Management
Fort Knox, KY 40121 1

Commandant
US Army Engineer School
ATTN: Director of Evaluation
Fort Belvoir, VA 22060 1

Commandant
US Army Infantry School
ATTN: Director of Evaluation
Fort Benning, GA 31905 1

Commandant
US Army Transportation School
ATTN: Director of Evaluation
Fort Eustis, VA 23604 1

Commandant
US Army Field Artillery School
ATTN: Director of Evaluation
Fort Sill, OK 73503 1

Commandant
US Army Intelligence School
ATTN: Director of Evaluation
Fort Huachuca, AZ 85613 1

Commandant
US Army Signal School
ATTN: Director of Evaluation
Fort Gordon, GA 30905 1

Commandant
US Army Institute of Administration
ATTN: Director of Evaluation
Fort Benjamin Harrison, IN 46216 1

Commandant
US Army Military Police School
ATTN: Director of Evaluation
Fort McClellan, AL 36201 1

Commandant
US Army Chaplain School
ATTN: Director of Evaluation (ATSC-EV)
Fort Monmouth, NJ 07703 1

Commandant
US Army Communciations-Electronics School
ATTN: Director of Evaluation
Fort Monmouth, NJ 07703 1

Commandant
US Army Institute for Military Assistance
ATTN: Director of Evaluation
Fort Bragg, NC 28307 1

Commandant
US Army Missile & Munitions School
ATTN: Director of Evaluation
Redstone Arsenal, AL 35809 1

Commandant
US Army Ordnance School
ATTN: Director of Evaluation
Aberdeen Proving Ground, MD 21005 1

Commandant
US Army Quartermaster School
ATTN: Director of Evaluation
Fort Lee, VA 23801 1

Commandant
US Army Sergeants Major Academy
ATTN: Director of Evaluation
Fort Bliss, TX 79918 1

Commandant
US Army Element, School of Music
ATTN: Director of Evaluation
Norfolk, VA 23521 1

Commandant
Defense Information School
ATTN: Director of Evaluation
Fort Benjamin Harrison, IN 46216 1

Commandant
Defense Language Institute
ATTN: Director of Evaluation
Presidio of Monterey, CA 93940 1

Commandant
Defense Language
English Language Center
ATTN: Director of Evaluation
Lackland AFB, TX 78236 1

Commander
US Army Aviation Center
ATTN: ATZQ-DCG
Fort Rucker, AL 36362 1

Commander
US Army Aviation Center
ATTN: ATZQ-ES
Fort Rucker, AL 36362 5

Commander
US Army Aviation Center
ATTN: ATZQ-T
Fort Rucker, AL 36362 5

Commander
US Army Aviation Center
ATTN: ATZQ-TD
Fort Rucker, AL 36362 5

END

FILMED

5-86

DTIC